

## Reach the Forgotten Jail Ministry Assistant Chaplain – Kent County

### **Position Description:**

Full Time 40 hour/week – Schedule may vary – Compensation \$16.00 per hour

### **Position Summary:**

Serve as Christian leader to inmates, volunteers, correctional staff, and the local Church. Must have a multi denominational spirit and assist lead Chaplain in programming, volunteer recruitment, training and oversight for the Kent County Correctional Facility.

### **Reporting Relationship:**

The Assistant Chaplain will report directly to the Lead Chaplain.

### **Team Roles proposal – Under Covid Restrictions**

- Lead Chaplain Botbyl – 1/3 time Works directly with the Sheriff's Office and Correctional Facility staff to insure compliance with rules and expectations. Directs Kent County Correctional Facility RTF staff. 2/3 time working as Chaplain Champion in Kent County and around the state.
- Chaplain Fuller – Helps train and support Assistant Lead Chaplain to prepare for transition to Chaplain Fullers retirement along with regular duties
- Chaplain Heaton - Supports Lead Chaplain and helps train and support Assistant Lead Chaplain along with current duties. ARM program administrator.
- Assistant Chaplain – Works alongside all staff to familiarize himself with operations and responsibilities. Primarily focus on supporting men in the facility.

### **Team Roles proposal – After Covid Restrictions**

- Lead Chaplain Botbyl – 1/3 time works directly with the Sheriff's Office and Correctional Facility staff to insure compliance with rules and expectations. Directs Kent County Correctional Facility RTF staff. 2/3 time working as Chaplain Champion in Kent County and around the state. Coach and mentor Assistant Lead Chaplain to be capable and prepared to run the KCCF program.
- Chaplain Fuller – Helps train and support Assistant Chaplain. Maintain strong connections with men in the facility. Restart Gro Pod when possible.
- Chaplain Heaton - Supports Lead Chaplain and helps train and support Assistant Chaplain along with current duties. ARM program administrator.
- Assistant Chaplain – Assist Lead Chaplain in operations of RTF in the Kent County Correctional Facility. Assist in restart of Gro Pod when possible.