



DamascusWay

The Road To Freedom

Transformation Coordinator – (Scott County)

Position Summary:

Damascus Way is seeking a compassionate and flexible Transformation Coordinator to complement our growing team as we assist men in transitional housing who are overcoming incarceration, substance use, and homelessness. This full-time position supports staff and residents' 33-40 hours each week (Monday – Friday 9-2pm, Saturday's 9-5pm) by offering trauma-informed care, program support, and crisis response.

Hours: Full-time, 33-40 hours/week

Pay Rate: \$23/hour

Benefits: Medical, Dental, HSA, Life Insurance, Long-Term Disability, 403b Retirement, Accident Insurance, Paid Time Off and Holiday Pay.

Key Responsibilities:

- Provide transformational support and transportation for residential housing program participants.
- Provide general supervision and monitoring of residents, including room checks, and sign out / sign in accountability.
- Facilitate and/or assist with life skills development for successful community reintegration.
- Compile and provide community resources through networking and autonomous (acting independently) research.
- Administer, document, and report resident testing outcomes, including urine and breath analysis.
- Support men in developing transformation goal plans.
- Assist in planning and providing resident social fun activities.
- Ensure proper and timely documentation to meet organizational and contractual requirements.
- Assist with resident check-ins, case planning, documentation, and safety inspections.

1515 66th Street Richfield, MN 55423

Rochester 507.292.1700

Golden Valley 763.545.6558

www.damascusway.com

- Assist with new resident intakes and orientations as needed.
 - Perform other work-related duties as assigned by Associate Director of Transformation Services
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Qualifications:

- Experience in recovery, reentry, or housing support preferred.
- Experienced in Trauma-informed care and able to respond to residents previously institutionalized through levels of incarceration.
- Self-motivated, dependable, and reliable.
- Valid driver's license and reliable transportation necessary.
- Peer Recovery Support Certification or the ability to certify within 3 months of employment.
- No less than one year of documented freedom from harmful chemical use and probation.
- Agree with and adhere to Transform Minnesota's Statement of Faith, Core Values and Code of Conduct.