



Volunteer and Staff Needs–Openings as of June 2023

As Mater Filiius Colorado Springs prepares to open in 2023, God and the Sweet Love of Mary will be calling members of our community to participate in this important mission of Defending Life with Love. Please prayerfully discern with us whether They may be calling you to serve in one of these remaining ministry roles – both small and large – at Mater Filiius.

Volunteer Positions

- **Director Roles:** Mater Filiius is a true ministry, consisting of a volunteer Executive Director Couple and 6 more volunteer Directors that lead and sustain the organization. These have larger commitments (5-15 hours/week) but are full of rewards both now and into eternity. A few key roles are still available! Feeling called toward one of these areas? Contact us to explore further.
 - **Operations Director**
 - **Director of Volunteers**
 - **Communications Director**
- **Manager Roles:** These work under the Directors to oversee a few concrete functions that support our ministry.
 - **Boutique Manager** – Filled.
 - **Resource Managers** – Filled.
 - **Community Outreach Manager** – Filled.
- **Internal Volunteers:** Personal and intimate interaction with the moms and/or kids. Must be women in good standing with their parish, able to make good decisions and act and speak with great love. Examples include:
 - **Doula (Mentor to Moms)** – Rich and rewarding chance to mentor the future mother to assist her in obtaining the skills to provide a loving, functional home for her and her children. *(Should be mother of a family with sufficient time to devote to weekly meetings with the mother).* **A few more slots remaining.**
 - **Respite Ima (Housemother)** – **Many needed every month!** Fills in during the times that the paid Imas are on break, typically helping moms make dinner weekday evenings or Sunday afternoons. **Slots remaining**
 - **Overnight Respite Ima** – Trained to serve overnight (ok to sleep) once per week and for occasional vacations to provide much-needed respite for our main Overnight Ima.
 - **Child Enrichment/Catechesis of the Good Shepherd Helper** – Helps our child enrichment program staff with the babies and other children accompanying our new mothers.
 - **Donation/Boutique Volunteer** – Under the Boutique Manager, receives, sorts, displays donations, and assists moms in “shopping” for their daily personal/household/baby needs. **Can assist prior to opening with receiving/sorting donations!**
 - **Driver** – Serve on a schedule or “on-call” to run regular errands for the household (e.g., grocery pickup, prescriptions, etc.), or client needs for work, school, or other routine needs.
- **External Volunteers:** Perform duties outside Mater Filiius or without direct/frequent contact with the moms and kids. Great for men or women committed to the mission willing to accept any task. Examples include:
 - Maintenance Volunteers
 - Computer Tech
 - Social Media or Web help
 - More sewers for kids materials/Tilmas
 - **Movers/helpers to set up the house**
 - On-Call Volunteers
 - Car Repair Volunteers
 - Any other talent you would like to share



- **Resource Volunteer** – Under the Resource Manager, helps fulfill the material needs of Mater Filius and our moms, such as household furnishings, personal items, diapers, baby needs, and more. Can host a drive, plan an event, and more.
- **Praying Volunteer** – Makes a commitment before God to pray for Mater Filius and its spiritual/material wellness.

Please note: All Volunteers must share the mission of Mater Filius to Defend Life with Love; respect and obey the guidelines in our Operations Manual; and sign our commitment to respect life in all stages from conception to natural death. Volunteer positions with direct contact with clients will be subject to background checks and must complete Diocesan safe environment training.

To get started, please contact **Executive Director Lisa Schmitz** or **Board Advisor Julie Bailey** at info@materfiliuscs.org or (719) 900-2801

Paid Positions

Paid Positions are available for the following key roles, which we hope to fill within about two months prior to opening the home. Please join us in these crucial roles in carrying out our mission to Defend Life with Love!

To inquire or view full job postings, please contact **Executive Director Lisa Schmitz** at info@materfiliuscs.org or (719) 900-2801.

- **Imas (Housemothers), 2 part-time positions:** Filled.
- **Overnight Ima (Housemother):** This position serves as the main presence during the overnight hours, typically 8pm to 8am. The position has awake responsibilities until about 10:30pm and for emergencies, but otherwise may sleep in her private room with private bath. This position is paid by free room and board, as well as a very modest stipend. We will attempt whenever possible to provide respite overnight Imas to provide nights “off” a few times per month.
- **Child Enrichment Program Staff, 2-3 part-time positions, and possibly “on-call” positions:** Serves under our *Director of Child Enrichment* in our daily child enrichment program for 0–3-year-olds and separate program for 4–5-year-olds, both with a strong emphasis on the Catechesis of the Good Shepherd (CGS) and Montessori program activities. Ideal candidates are CGS and/or Montessori trained and/or experienced in working with children in these age ranges. **Will advertise when ready to start hiring late Fall 2023.**

Please note: All paid staff must share the mission of Mater Filius to Defend Life with Love; respect and obey the guidelines in our Operations Manual; and sign our commitment to respect life in all stages from conception to natural death. All staff in paid positions will be subject to background checks, must complete Diocesan safe environment training, and will have other position-specific required training.

Defending Life with Love