

EL PASO COUNTY SHERIFF'S OFFICE

VOLUNTEER POSITION DESCRIPTION

POSITION TITLE: Detention Narcotics Anonymous Facilitator

SUMMARY OF FUNCTIONS: Provide a voluntary fellowship of men and women to attain and maintain sobriety.

| <u>ESSENTIAL JOB FUNCTIONS:</u> | <u>FREQUENCY</u> |
|---|-------------------------|
| 1. Conduct weekly groups and/or guides using the 12-step method. NA Big Book and 12-step traditions are followed. | Frequent |
| 2. Encourage participants to continue the group after their release from detention. | Frequent |
| 3. Work one-on-one with inmates as sponsors. | Frequent |
| 4. Help provide donated literature pertaining to the program. | Frequent |

OTHER JOB FUNCTIONS:

Other duties as assigned.

QUALIFICATIONS:

- Over the age of 21.
- Strong desire to help others and commit to weekly groups and/or guides.
- Must have strong verbal and communication skills.
- Ability to pass local and national background checks.
- Ability to complete the online CJIS Security Awareness Training.
- Complete the El Paso County Jail's orientation and probation.
- Attend Annual Volunteer Training through Programs.

LICENCES OR CERTIFICATES:

None

ORGANIZATIONAL RELATIONSHIPS:

Reports to: The Programs Manager

Supervises: None

WORKING CONDITIONS:

Work site is at the El Paso County Jail. Work performed in a highly stressful, closed environment with minimal exposure to windows. Potential exposure to violent inmates exists.

Revised 2.15.2023