



House Lead Description

The Sober Living house manager selects one resident to serve as house lead. This leadership role helps provide structure and accountability for other Stepworks Sober Living residents. The house lead is also the main contact person for the house manager. In compensation, the house lead receives a \$40.00 deduction in rent per week.

Leadership Responsibilities

- Fulfill your current responsibilities as a Stepworks Sober Living resident (phases, rent, chores, meetings).
- Serve as the primary point of contact for the house manager. Help the house manager stay informed about the facility and residents.
- Meet weekly with the house manager.
- Help facilitate the weekly house meeting.
- Help the house manager collect forms during the weekly house meeting (chore sheets, pass requests, recovery attendance form).
- Post chore sheets in each apartment every Saturday.
- Check chores each day.
- Do end-of-the-night rounds.
- Other duties as assigned.

Supervisor: Stepworks Sober Living house manager

I understand that these are my primary responsibilities, and other duties may be assigned to me within the scope of this role.

House Lead Signature: _____ Date: _____ / _____ / _____