

**POSITION TITLE** **Special Care Facilitator**

Date: April 14, 2025
 Reports to: Program Director
 Status: Full-time Position

Resumes may be sent to our Program Director, Elizabeth Gammill, at elizabeth@mustardseedms.org, or uploaded online after completing a Preliminary Job Application found on our website at mustardseedms.org.

SUMMARY

The Special Care Facilitator is responsible for nurturing and developing the individual needs of Seedsters. This is accomplished through special projects and activities designed by the Special Care Team to meet the needs of each Seedster. The Special Care Facilitator reports directly to the Program Director and works closely with staff across all areas of The Mustard Seed's campus. This position works under the direction of the Lead Special Care Facilitator.

JOB RESPONSIBILITIES

- Develop Personalized Care Plans for each Seedster based on comprehensive needs assessments
- Help Seedsters achieve personal goals, including growth in adaptive/life skills and exploring new interests
- Train Seedsters for on-campus jobs and off-campus volunteering opportunities
- Further the involvement of Seedsters in the community
- Understand and implement, when needed, the concept of individual sensory diets and activities
- Assist with the development of behavior modification plans
- Assist with the emotional support of Seedsters by teaching coping skills, activities, therapeutic activities (music, art, relaxation, prayer, and writing), grief care and development of grief care systems
- Lead Seedsters in social skills practice (including relationship skills, body language, tone of voice, facial expressions)
- Plan and coordinate monthly individualized schedules during The Mustard Seed's Day Program (classes, campus jobs, volunteer activities, etc.)
- Lead classes and activities with Seedsters
- Train Mustard Seed staff in implementation of care that supplements Special Care Facilitator's efforts and Seedsters' needs
- Work with families to aid in planning for future care of Seedsters through annual assessments of Seedsters, considerations of aging, and assist families with finding communities with long-term care options
- Assist as a backup staff in Activity Center

POSITION QUALIFICATIONS

- Minimum education: Bachelor's degree preferred, but Associate's degree with experience would be considered
- Excellent communication skills
- Experience with individuals with Intellectual/Developmental Disabilities is preferred
- Organized, self-motivated, and "outside of the box" thinker
- Energetic and creative attitude with strong client-relation skills; enthusiasm for the mission of The Mustard Seed and willingness to fully contribute to a team-oriented, fast-paced organization
- Strong project management and time management skills; Special Care Facilitator must have the ability to work within tight time lines and limited budgets.

The Mustard Seed seeks to meet the spiritual, physical, emotional, and intellectual needs of adults with developmental disabilities by providing a loving and protected Christian community with meaningful activities that allow the participants to fulfill the potential that God has created within them.