



## **STARability Foundation Creative Specialist Job Description**

The STARability Foundation Supports people with disabilities by providing life-transforming opportunities that emphasize **T**eamwork and connection to the community to build **A**wareness and **R**espect for individual abilities. STARability serves individuals with intellectual and developmental challenges in Southwest Florida, where we provide lifelong support and opportunities. STARability opens up a whole calendar of engaging activities with innovative and creative programs that focus on continuing education, teamwork and community involvement.

### **POSITION SUMMARY**

The Creative Specialist is responsible for developing and teaching artisan crafts and art techniques to STARability Foundation participants to help them discover their creative potential. The Creative Specialist also assists with sales of said crafts and supports the foundation's STAR Store & Studio as needed.

The Creative Specialist reports to the Director of Social Enterprise and works primarily at the STAR Store & Studio location. This is a part-time position starting at 25 hours per week. The starting rate is \$22.00/hour.

### **RESPONSIBILITIES**

- Develop curriculum for and oversee creation of artisan items and artworks by participants during group vocational training sessions, group recreational classes and workshops, and individual participant employment shifts.
- Collaborate with the Director of Social Enterprise to strategically add and expand existing product lines and serve more participants.
- Conduct research and trial products under consideration for new product development and expansion. Reevaluate processes, supplies, vendors, etc. on an ongoing basis. Assist with cost analyses to ensure profitability and sustainability of products.
- Maintain and purchase supplies. Help inform monthly and annual budgets.
- Help manage related volunteers.
- Assist in product sales at hosted and community events such as art festivals (minimum 6 events/year). Collaborate on and/or initiate opportunities to showcase participant artwork and products at these events or within the community (ex: sculptures, murals and/or other installations).
- Fulfill occasional graphic design needs.
- Other duties as assigned.

## **QUALIFICATIONS**

- Minimum of a bachelor's degree in the area of education/special education, art therapy, art education, recreational or occupational therapy, or related field. Or, a combination of an associate's degree and a minimum of three years of experience providing services for individuals with intellectual and developmental disabilities and advanced training in vocational rehabilitation, supportive employment or applied behavior analysis.
- Creative mindset.
- Ability to adapt artistic and artisan processes to the needs and goals of individuals with diverse abilities.
- Ability to be flexible, patient and handle a variety of situations that can arise with participants.
- Excellent communication skills and ability to advocate on behalf of STARability Foundation and the STAR Store & Studio throughout the community.
- Strong organizational skills, attention to detail and adherence to deadlines.
- Competency in virtual and social platforms (e.g. Zoom, Teams, Facebook, Instagram) and/or ability to learn new technology.
- Competency in Microsoft Office applications; and Canva and/or Adobe Photoshop and InDesign.
- Experience in retail, basic photography and other specialized software programs is a plus.
- Candidates must have a valid state driver's license and be able to pass criminal background screening.

## **HOW TO APPLY**

To apply, please send cover letter and resume to [cayla@STARability.org](mailto:cayla@STARability.org). No phone calls, please.