



UNIT COORDINATOR (Mobile Dental Ministry)

Key Responsibilities and Requirements

Clinical Support and Preparation

- Assist in preparing operatories for patient care
- Turn over treatment areas efficiently between patients
- Support clinical staff as needed during patient flow

Cleaning and Infection Control

- Clean and sanitize operatories in accordance with safety and infection control standards
- Assist with proper handling and disposal of waste and sharps
- Maintain a clean and orderly clinical environment

Sterilization

- Assist with instrument processing and sterilization
- Follow established protocols for cleaning, packaging, and sterilizing instruments
- Ensure sterilization areas remain organized and compliant

Stocking and Inventory

- Restock operatories and supply areas throughout the day
- Monitor inventory levels and communicate supply needs when noticed
- Assist with organizing and maintaining storage areas

Mobile Unit Readiness

- Create a welcoming, respectful, and compassionate environment for all patients
- Willingly share the love of Jesus through words, actions, and attitude
- Support the spiritual mission of the Baptist Mobile Health Ministry through service and teamwork

Qualifications

- Heart for service and alignment with a faith-based mission
- Strong work ethic and willingness to serve in a team environment
- Ability to follow protocols and maintain attention to detail
- Dependable, flexible, and adaptable in a mobile setting
- Previous dental or healthcare experience a bonus, but not required

Physical Requirements

- Ability to stand for extended periods
- Ability to lift and carry supplies/equipment as needed
- Comfortable working in a mobile/clinical environment

The Unit Coordinator is more than a support role—it is a ministry opportunity to serve others with excellence, compassion, and purpose. Every task, from cleaning to a greater mission of bringing hope, healing, and the love of Christ to those in need.

For more information email baptistmobilehealthministry@gmail.com