

Nursery Care Giver Job Description and Expectations

Job Description:

Part-time nursery attendant to care for children from birth-age 3 during Sunday worship from 8:15-12:15 every Sunday.

Qualified applicants (age 21 or older) must love working with children, have childcare experience and reliable transportation.

The ideal candidate will have a faith-based character and the desire to work in a Christian atmosphere.

Additional hours may be available during weeknight or weekend church meetings/functions.

A criminal background check, yearly training offered by the church and 3 references are required.

Expectations:

- Remember that your ministry is a key part of the ministry we provide attendees to our church, especially visitors. If their experience regarding the care of their child(ren) is not positive, nothing else we do on Sunday morning will matter very much.
- Provide a warm and welcoming environment – Rise and greet all nursery parents promptly and courteously at the door when they bring in their child(ren). Assure them you will contact them quickly in the worship service or during Sunday School in the event of some emergency. Be sure to also welcome each child, invite them to come in and immediately encourage them to be actively engaged with either a caregiver or other children.
- Actively play and interact with the children. This includes reading books, sitting with the children while they play, imagining with them and engaging them in conversation to the best of their ability
- Take an active role in character development. Be sure to take time for teaching moments (example: sharing, fair play, showing care for each other)
- Make sure no child leaves your care and is returned to a parent with a wet or dirty diaper.
- Full attention devoted to the children at all times. This means personal items such as books, cell phones, personal music players and lap tops are not to be used when caring for children.
- Actively assist parents in retrieving their child(ren) and their child(ren)'s belongings. Share with them anything of significance that may have occurred with their child(ren) while in your care. Thank them for the privilege of caring for their child(ren) and invite them to worship at Sunrise again.
- Light cleaning will be required during the 8:30 service if there are no children in need of care. Also the nursery will need to be put back in order following the 11:00 service.
- Show initiative to keep clean environment – if no children are present, then toys should be wiped down or cleaned, closets and cabinets should be organized or other tidying jobs attended to.

Print Name

Signature

Date