

Church Nursery Worker Job Description

Mission: to provide dependable, safe, secure and nurturing care to the children while at our church, in a clean environment. Works under the direction of the Pastor in coordination with the SPPR.

Responsibilities:

- Responsible for providing age-appropriate care which includes: feeding, changing diapers, escorting to the bathroom, maintaining a safe environment, putting children down for naps, holding or sitting with and cheerfully interacting with children through games, stories, play and prayer. Universal precautions should always be used while changing diapers.
- Be polite, friendly and courteous to all children, parents and volunteers.
- Position hours every Sunday 9:15 to 11:45 AM. You are expected to work all Sundays even if it falls on a holiday with the exception of 2 days absence permitted yearly for vacation or sick leave.
- Stay until the children are secured with a responsible adult named on the child's sign in form.
- In the event of an emergency, notify the parent.
- Straighten the room and clean any toys/beds before leaving. Used bed sheets changed. Sanitize toys as needed.
- There will be an evaluation after a 90 day probationary period and thereafter annually.
- Report to the Pastor any problems.
- Communicate in advance by phone to the Pastor: 1. Any planned absences with an advance two week notice, or 2. Any unplanned absences at least two hours prior to start time.
- Duties as assigned.
- Communicate needs for supplies and other items with the Pastor or church office.

Qualifications:

- Experience in caring for children between the ages of 0 to 4 with the ability to adapt and interact with a variety of personalities.
- At least 18 years of age
- Satisfactory completion of background check.
- Fulfill any requirements in compliance with Cherryvale UMC Safe Sanctuaries policy.

Termination Policy:

- There will be a 90 day probationary period where either party may terminate employment without cause. Beyond this a two week notice is expected.
- Dependability is essential. Tardiness and excessive absences cannot be tolerated and will result in termination of employment.

Immediate termination will occur in cases of intentional verbal, physical or emotional abuse or neglect of any child, parent or church member. Termination may occur for failure to carry out job duties as described above or failure to comply with the "Cherryvale UMC Safe Sanctuaries Policy".