



## Bidwell Presbyterian Children's Ministry

### CHILDCARE WORKER

- TITLE:** Childcare Worker
- PURPOSE:** To care for children while their parents are involved in church-related programs
- SUPERVISION:** Childcare workers are under the direct supervision of the Children's Ministry Director. He/she is responsible for the Session through its Christian Education - Children's Ministry and Personnel Committee.
- STATUS:** Part-time with variable hours, must be available Sunday Mornings. No benefits.
- EVALUATION:** An annual performance evaluation will be performed by the Director of Children's Ministries

### REQUIRED QUALIFICATIONS:

1. A commitment to Jesus Christ
2. Desire to care for infants and children in a nurturing manner.
3. Previous experience in childcare, or willingness to be trained accordingly.
4. Must be 18 years or older.
5. Meet all screening background checks as required by church childcare policy.
6. Strong communications skills, the ability to interact with children and families, volunteers, and church colleagues.

### DESIRED QUALIFICATIONS:

1. Training in CPR, or willingness to be trained.
2. Must be available Sunday Mornings. (REQUIRED)

**RESPONSIBILITIES:**

1. Provide quality childcare as requested for church programs, showing love, patience, respect, and kindness to all children. Follow all appropriate policies and procedures in dealing with children under the care of the church. Childcare may involve planning and implementing activities for the children.
2. Clean, organize and maintain children's ministry rooms.
3. Report any violations of policy or procedures to the Director of Children's Ministries. Report suspected cases of child abuse to the Director of Children's Ministries.
4. The childcare worker is expected to:
  - A. Maintain confidentiality at all times.
  - B. Be supportive of the church and the church staff in all contact with the church membership and the general public.
  - C. Perform other tasks as requested.

**PHYSICAL DEMANDS:**

The physical demands are representative of those that must be met by an employee to perform the essential functions of this job successfully. While performing the duties of this job, the employee is regularly required to sit and talk or hear. The employee frequently is required to use hands to handle or feel, to wash, to reach with hands and arms, and to pick up children or work-related items. The employee is subject to exposure to various bodily fluids. The employee is required to stand, walk, and climb stairs. The employee must lift, hold, or carry up to 40 pounds occasionally. The work environment is one of a room with controlled temperature. The noise level in the work environment is potentially loud due to crying, playing, or yelling.