



Job: Nursery Worker

Reports to: Director of Formation

Job Description: To provide safe, welcoming, and developmentally appropriate general care, and Christian formation for infants and toddlers during Sunday morning worship services.

Compensation: \$26, Hourly

Work Schedule: 5 Hours per week on Sunday Mornings.

Required Qualifications:

- Be at least 18 years of age.
- Have a High School Diploma.
- Have experience working with preschool children.
- Be in good health, able to bend, stoop, lift, and physically take care of children.
- Complete "safe church" and Background Check upon hire.
- Maintain current first aid and CPR certification.
- Comfortable working in a Religious Environment.

Responsibilities:

1. Remain up to date on "Safe Church" Online Certification Class, and Saint Andrew's Background Check. Maintain behavior that is consistent with "Safe Church training"
2. Provide nursery care to children that is age appropriate. This could involve leading nursery formation activities.
3. Take attendance and ensure that parents/guardians sign children in and out of the nursery while also collecting information for the child's well being while in childcare. (ex: contact information, allergies etc.)

4. Give each child the attention needed to assure his/her welfare. (This relates to eating, toileting, sleeping, playing, healthcare, safety etc.)
5. Be familiar and follow the established policies and procedures.
6. Maintain a clean and orderly room.
7. Inform the Director of Formation of needed supplies, repairs and materials.
8. Make careful observation and written notations of significant behaviour of children for whom you are responsible, and report back to the parent/guardian or Director of Formation when appropriate.
9. Work with fellow Staff or Volunteers to distribute duties and work together.
10. Other duties pertinent to nursery care, as assigned by the Director of Formation.