



Nursery Attendant Job Description

At St. John's, we value our young people and strive to create a safe and welcoming environment for our youngest members. The nursery is of vital importance to our parish as we seek to build community, introduce the faith, and support our families. The Nursery Attendant is considered part of our staff and will work closely with each member of our team.

Responsibilities:

1. Provide for the emotional, physical, and social needs of young children during the time they are in the church nursery.
2. Work amicably with nursery volunteers.
3. Interact with the children and encourage their involvement in activities.
4. Prepare and maintain a warm, safe environment that is orderly, clean, and appealing.
5. Be sensitive and responsive to parents and maintain good communications with them.
6. Keep a list of all children with contact names, cell phone numbers and all those authorized to remove children from the nursery. Any issues/special needs should also be on the list. Also, fill out a Nursery Registration Form.
7. Be on site in the nursery 15 minutes prior to the start of the service and stay until children are picked up and room is cleaned.
8. Notify the Nursery Coordinator/Office as soon as possible before a Sunday absence.

Hours:

1. During the Program Year (Sept. – May), Sunday mornings from 10:00 a.m. – 11:45 a.m. During the Summer, Sunday mornings from 8:45 a.m. – 10:30 a.m.
2. The nursery attendant might be asked to provide childcare for special events.

Qualifications:

1. Experience in childcare or early childhood development.
2. Must be a nurturing, caring, and patient caregiver who enjoys working with young children.
3. Infant and child CPR and basic first-aid certification required (if needed, training can be acquired).
4. Must be 18 years of age or older.
5. Must be able to lift up to 30 pounds.
6. Must pass criminal background check, child abuse clearance, FBI fingerprinting, and take Safe Church training through our diocese.

Compensation:

\$50 per Sunday
Supervision: Rector

GROW IN GOD, ACT IN SERVICE, WITNESS IN LOVE

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