

Job Description

Position Title: Nursery Caregiver
Classification: Part-time Employee/Non-Exempt
Reports To: Director of Family and Children's Ministries

Date: August 2022

Position overview

The nursery caregiver is responsible for providing quality Christian childcare and interacting with parents/guardians and families. The caregiver must create a safe and nurturing environment for children, participate in maintenance of the nursery facility, follow guidelines for safe care of children, and provide opportunities for spiritual growth and nurture.

Compensation

The compensation for this position is \$80 for a Sunday with two worship services

Responsibilities

- Agree to Staff Handbook policies and procedures.
- Follow the Covenant Nursery Procedures, Maintenance Plan, and Security Plan (separate documents).
- Arrive 15 minutes prior to worship service. The nursery will remain open through the end of worship or until all children have been picked up and the room has been cleaned according to the Nursery Maintenance Plan (whichever occurs later).
- Lead or assist with programming between services as needed. This may include assistance during children's choir or childcare during congregational meetings, adult Sunday School, AIM presentations, for example.
- Perform general duties as requested by the Director of Family and Children's Ministries
- Participate in periodic feedback meetings.
- Attend training as required.
- Not required: Nursery caregivers will be invited to:
 - Provide childcare during special events outside of Sunday morning.
 - Participate in special ministry events for children and families.

Performance Factors:

- Treat others with respect and dignity
- Maintain a positive attitude in the workplace.
- Foster an environment that "puts people first."
- Manage time and maximize own productivity
- Maintain composure in stressful situations.
- Demonstrate organizational and prioritization abilities.
- Provide meaningful oral and written communications.
- Value diversity.
- Be flexible and adaptable

Required Education and Experience:

- Experience caring for young children preferred
- Successfully completed Guardian Ministry Program and required background checks in accordance with PA law.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this position. Duties, responsibilities, and activities may change at any time with or without notice.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Please submit letter of interest and 2-3 references to office@covenantfrazer.org