

JOB DESCRIPTION

Job Title: Erin Nursery Worker	Compensation: \$10 per hour
Hours: Required attendance (except as noted in Attendance Policies) on Sunday mornings from 10:30 a.m. – 12:30 p.m. May be asked to provide childcare for meetings and special church events on an as-needed basis.	Physical Requirements: Able to lift up to 40 pounds, 2) able to get up and down on floor to work with children, 3) able to safely escort children from the building in an emergency
Reports to: Nursery Coordinator, Director of Family Ministries	
Purpose of the job: To provide nurturing childcare and a positive and consistent learning environment for young children	
Essential Functions/Responsibilities: <ol style="list-style-type: none">1. Care provider for infants through elementary school age2. Exhibits dependability in attendance and follows attendance policy3. Shows a caring attitude toward children4. Engages easily with children5. Communicates well with parents of children6. Follows all nursery worker policies and procedures, including procedures for “opening the nursery” and “closing the nursery” as well as health and safety guidelines7. Works as a team member within the Erin childcare system under the Nursery Coordinator, including work with other staff, nursery volunteers and volunteer leaders8. Seeks to enhance the nursery experience for children and their parents through providing suggestions for improvement9. Serves as a good representative of Erin church, displaying sensitivity, courtesy, tact, consideration, and discretion	
Qualifications: <p>Experience: Professional childcare experience required Certificate: First-Aid certification and background check required</p>	

The above statements are intended to describe the general nature and level of the work being performed by people assigned to this work. It is not an exhaustive list of all duties and responsibilities associated with the position. Erin Presbyterian Church reserves the right to amend and change responsibilities to meet church needs.

My signature below indicates that I have reviewed this job description and have received a copy.

Employee Signature

Print Name

Date

Personnel Committee Member Signature

Date

Revised: February 28, 2010