

## **Job Description**

### **Church Faithcare Worker**

#### **Goal:**

Works with a team to provide a safe, nurturing, and dependable environment for babies and young children who are cared for in the church nursery. Works under the direction of the Director of Children's and Family Ministry.

#### **Responsibilities:**

- Greets parents and children and co-workers in a warm and friendly manner.
- Treats each family and child with love and respect.
- Engages fully with children via age appropriate songs, stories, play, games, activities, prayer, etc.
- Abides by Shady Grove's Child Protection Policy.
- Provides age-appropriate care to children which includes: diaper changing and potty assistance.
- Maintains thorough handwashing/hygiene after diaper changing, potty assistance, and assisting children with coughs, sneezes, or runny noses.
- Secures written attendance information (cell, email, allergy) from parent prior to drop off.
- Arrives 15 minutes prior to the first worship service on Sunday morning and stays until cleaning completed after last child leaves after the second service. Hours will include most every Sunday (including Sundays which fall on holidays), although rare extreme weather or special Sundays may not offer nursery care. There may be opportunities for additional hours during the week.
- Cleans room and disinfects toys after the last child has been picked up by parent.
- Communicates positively with parents regarding the morning.
- Communicates regularly with Director of Children's and Family Ministry all concerns including behaviors, need for supplies, advance time off requests, etc. All planned absences should be requested at least two weeks in advance. All unplanned absences (i.e. due to emergency/ illness) requires a text ASAP.
- Follows current Covid-safety requirements set forth by SGUMC.

#### **Qualifications:**

- Kind and loving and dependable person who wants to nurture children in an environment where they feel loved and safe at church.
- Experience in caring for babies and young children with the ability to adapt and interact with a variety of personalities.
- At least 18 years of age.
- Must present evidence of current immunizations.
- Satisfactory completion of SGUMC background check and Child Protection Policy training.

- Submission of resume and three references.

**Termination Policy:**

- There will be a 6 month probationary period where either party may terminate employment without cause. Beyond this, a two week notice is expected.
- Dependability is essential. Tardiness and excessive unscheduled absences may result in termination of employment. Paid Faithcare workers are expected to work holidays that fall on Sundays and may have the opportunity to work additional hours during during busy times like Holy week.

I have read and understand the job description for Faithcare worker at SGUMC.  
My signature below indicates my agreement and covenant to abide by the requirements.

Name\_\_\_\_\_

Signature\_\_\_\_\_

Date\_\_\_\_\_