

## **Emmanuel Presbyterian Church Childcare Worker Job Description**

### **Primary Responsibilities:**

To care for children under 5 years of age whose families participate in Sunday morning activities at the church and on other special occasions, such as Holy Week services and Christmas Eve services. If no children under 5 years are present, the childcare worker will assist the Church School teachers for the children and youth or for intergenerational gatherings, as needed.

### **Operational Duties:**

- Ensure the safety and well-being of children at all times.
- Interact with all children in a positive and age-appropriate manner.
- Openness to/comfortable with a Christian church environment
- Organize and store toys and supplies to ensure the Nursery/Fidgety Friends Room
- Support children's emotional and social development, encouraging understanding of others, and supporting positive self-concepts.
- Observe all rules and regulations
- Complete required paperwork

### **Job Qualifications:**

- Must be at least 18 years old.
- Must be dependable and prompt, with a cheerful and positive disposition and able to offer welcome to families.
- Must pass a criminal background check and drug screening.
- Must be able to lift at least 35 pounds.
- Preferred prior experience working in a nursery or preschool.

### **Reports to the Pastor (who is the Head of Staff)**

**Hours:** Sundays 8:30 AM to 11:30 AM

Other special occasions, such as Christmas Eve and Holy Week services

**Wages:** \$15/hour

Please send a current resume and two letters of reference to [office@emmanuelpc.org](mailto:office@emmanuelpc.org)