

CHILDCARE WORKER POSITION DESCRIPTION

Position: Childcare worker in the church nurseries

Reports to: Nursery Supervisor/Coordinator

General qualifications required

1. All childcare staff members shall be of good character and be of the Christian faith.
2. All childcare staff members shall
 - a. be physically, mentally, and emotionally healthy.
 - b. have a basic understanding of children and their needs.
 - c. be adaptive to a variety of situations.
 - d. be willing to grow in their knowledge of children through periodic education and training events.
3. All childcare staff members shall have a physician's report stating that the staff member is in good health and has presented the result of a current Tuberculin test.
4. _____ Church hires without regard to race, sex, or national origin.

Educational qualifications required

All childcare staff members shall have completed the equivalent of a high school diploma.

Duties of childcare staff member

1. Provide physical, emotional, and intellectual support and stimulation to each child in your care, as appropriate for the circumstances.
2. Provide appropriate guidance to each child in your care.
3. Develop a relationship of trust and continuity with the children in your care, which will enhance each child's development of positive self images.
4. Provide support and assistance to parents when they arrive with their child.

Performance expectations of a childcare staff member

1. Be punctual. Notify the nursery supervisor in advance if you must be late.
2. Be reliable in your attendance. Notify the nursery supervisor in advance if you must be absent.
3. Attend periodic training and education events provided by the church.
4. Be polite, friendly, and courteous to others, both children and adults.
5. Do not engage in physical punishment/discipline of any child.
6. Cooperate with other childcare staff and with parents.
7. Abide by and apply the childcare policies of _____ Church at all times.

I have read the position description for childcare staff members of _____ Church and understand its contents. My signature below indicates my agreement and covenant to abide by the requirements set forth above.

Signature of Applicant

Date

** This is a sample form. Please adapt it to the specific needs of your congregation.*

THESE FORMS WERE RESEARCHED AND DRAFTED BY:

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