



New Life United Methodist Church Midlothian, Virginia

STAFF JOB DESCRIPTION

POSITION: CHILD CARE WORKER

Summary

The individual in this position provides loving care and supervision to children in the church (Infant – 5th Grade) for Life Group meetings weekdays/evenings, occasional Sunday morning worship services and other events. Childcare workers are partners in New Life's childcare team creating meaningful faith development spaces and opportunities for our children. Child Care workers serve alongside volunteers from the congregation.

Experience/Qualifications

Ongoing personal spiritual development and general understanding of the Bible and Christian faith is expected. Must have a love of children and understanding of their development. Infant/child CPR certification and first aid training required. High school diploma.

Responsibilities

1. Warmly greet children and their families when they arrive and depart
2. Maintain a safe environment based on safety standards set by the church
3. Contribute to each child's exposure to Jesus by nurturing them with love and care
4. Facilitate activities and opportunities that encourage curiosity, exploration, and problem solving appropriate to the developmental levels of the children
5. Change diapers or take children to the restroom when needed
6. Tidy the room and sanitize toys and play equipment after all children have left
7. A commitment to timeliness and integrity
8. Responsible for providing reliable transportation for oneself

Hours and Compensation

Hourly position, with hours to be determined based on church needs.

Characteristics

1. Well-grounded in the Christian faith, the Bible and have a personal theology which is in synchronicity with United Methodist beliefs and polity.
2. Openly and lovingly articulate the Christian faith and possess a passion for others to grow in their relationship with God.

3. Possess strong interpersonal skills with children, youth, and adults.
4. Team oriented and excellence motivated.
5. Possess excellent written and verbal communication skills.

Behavior

1. Highly professional, Christian behavior is expected at all times.
2. Dress code should be appropriate to the situation.
3. Personal life must reflect a high ethical, Christian standard.
4. No alcohol or tobacco use during church functions or on church grounds.

Supervision

Position will be supervised directly by the Child Care Coordinator.

Background and Disclosures

1. Acceptable background check shall be conducted on all newly hired staff at New Life Church; and shall include, but not be limited to the Virginia State Police criminal and sex offender check.
2. Must read, agree to and sign New Life Employee Handbook.
3. Must read, agree to and sign Child Protection Policy.
4. Must read, agree to and sign Technology Policy.
5. Must read, agree to and sign Social Media Policy.
6. Must sign a statement of understanding that membership (or regularly attending) New Life Church does not provide any guarantee of employment.

ACKNOWLEDGMENT OF RECEIPT

EMPLOYEE SIGNATURE

DATE