

## **Church Nursery Worker Job Description**

St. John's Church

100 W Queens Way, Hampton, VA 23669

### **Mission/Purpose:**

St. John's Church is looking for a mature, part-time worker to provide dependable, safe, secure, and nurturing care to children while at church. This worker is responsible for caring for children ages 0-5 years primarily Sunday mornings.

### **Responsibilities:**

- Responsible for providing age-appropriate care which includes feeding, changing diapers, escorting to the bathroom, maintaining a safe environment, putting children down for naps, holding, or sitting with and cheerfully interacting with children through games, stories, play, and prayer.
- Be polite, friendly, and courteous to all children, parents, and volunteers.
- Provide child-care hours every Sunday from 8:30am to about 12:30pm. Additional opportunities to work other church services such as Holy Week, Easter, Christmas, Ash Wednesday, etc.
- Stay until the children are secured with a responsible adult named on the child's registration form.
- Straighten the room and clean any toys/beds before leaving.
- Properly report incidents involving the children and/or other adults.
- Maintain inventory of supplies and request more supplies, as needed.
- Communicate in advance, to Rector/Priest-in-Charge: 1) any planned absences with an advance two-week notice, or 2) any unplanned absences at least two hours prior to the shift.

### **Qualifications:**

- At least 18 years of age
- High school education or equivalent
- Completion of satisfactory background check
- Completion of required Safe Church training through the Episcopal Church. Must adhere to The Episcopal Church's Safe Church Policy while interacting with children and adults.
- Must be available to work every Sunday from 8:30am to 12:30pm.

### **Compensation:**

\$80/week, to be paid the 15<sup>th</sup> and last day of each month.

### **Application Process:**

To apply for this position, send resumes and two references to [revlisa@stjohnshampton.org](mailto:revlisa@stjohnshampton.org)