

Salt House Church

Job Title:	Nursery Team Member	Job Category:	Childcare
Department/Group:	Children's Ministry	Training Required	Safe Haven (to be provided)
Location:	Salt House Church	Training Provided	Yes
Compensation:	\$17.13 - \$20.00 per hour, depending on experience	Position Type:	Part-time (6 hours/month)
Reports to:	Rachel Horton	Travel Required	None

Applications Accepted By:

EMAIL:

rachelh@salthousechurch.org

MAIL:

Salt House Church
11920 NE 80th St
Kirkland, WA 98033

Job Description

Salt House Church, a welcoming and progressive community in Kirkland's South Rose Hill neighborhood, is seeking a warm and enthusiastic individual to join our team as a Nursery Team Member. We are a community grounded in the teachings of Jesus, with a strong emphasis on inclusivity and social justice within the Lutheran (ELCA) tradition.

ROLES AND RESPONSIBILITIES

Help create a loving environment for the youngest members of our community. As a Nursery Team Member, your primary responsibility will be to care for and engage with children aged 0-4 during worship services, ensuring a safe and nurturing environment.

This position will require the person to work in nursery room two to three Sundays per month, plus one other non-Sunday "event." Responsibilities include:

- **Welcome and Engage:** Create a welcoming atmosphere by warmly greeting parents and children as they enter the nursery.
- **Lead or Assist in Activities:** Support or lead circle time, which includes reading stories, singing songs, and leading prayers (materials provided). Interact with children and encourage involvement in activities.
- **Safety and Hygiene:** Ensure child safety by following established drop-off and pick-up procedures and providing toileting support as needed.
- **Communication:** Communicate effectively with lead staff regarding any needs, supplies, or issues. Utilize flexibility and creativity to solve problems/conflicts between children.
- **Clean-Up:** Maintain a tidy and organized nursery space by cleaning and straightening toys, equipment, and other materials after use.

HOURS

- Work two to three Sundays per month from 9:45 am – 11:15 am.
- Work one additional non-Sunday "event" to provide childcare while parents are participating in the event.

- A monthly check-in meeting with the Children, Youth & Family Ministries Director is also required.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- Must be 16+ years old.
- Experience caring for children preferred.
- Ability to work well in a team and communicate effectively is essential.
- This position requires a national background check for candidates aged 18+.
- This position requires Safe Haven Training (provided by Salt House).

PHYSICAL DEMANDS / WORK ENVIRONMENT:

- Must be able to lift up to 20 lbs and engage in activities that require talking, hearing, and seeing.

CORE COMPETENCIES:

All employees of Salt House Church are required to be able to work effectively with church staff, lay leaders, members, volunteers, and the general public. Each employee is expected to demonstrate the following core competencies and values:

- Working with others toward one common goal
- Commitment to support and empowerment of volunteers
- Adaptability to changing roles and job challenges
- Open and timely communication
- Understanding and respect of professional and personal boundaries
- Respect for, and inclusiveness of, all individuals, consistent with our mission statement
- Protection of confidential information

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily within the physical parameters and work environment described above. The requirements listed herein are representative of the knowledge, skill, and/or ability required and of the general working conditions. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Reviewed By:	Rachel Horton	Date:	1/13/2026
Approved By:	Sara Wolbrecht	Date:	1/13/2026
Last Updated By:	Kathryn Buffum	Date/Time:	1/13/2026 3:38pm