

Job Title: Childcare Worker

Program: Kids Ministry

Reports to: Executive Director Kids Ministry or Designee

Effective Date: October 1, 2025

Job Summary:

The Childcare Worker provides a safe, nurturing, and engaging environment for infants and young children during worship services, classes, and special events. This position supports the church's mission by caring for children in a manner that reflects Christ's love and promotes their spiritual, emotional, and physical well-being.

Supervisory Responsibilities:

- none

Duties/Responsibilities:

- Greet parents and children warmly; assist with check-in and check-out procedures.
- Provide attentive, age-appropriate care for infants, toddlers, preschool, and elementary-aged children.
- Maintain a clean, safe, and welcoming childcare environment, following all safety and sanitation procedures.
- Implement play-based and faith-centered activities (stories, songs, crafts) as directed.
- Comfort children in distress and communicate promptly with parents when needed.
- Adhere to church policies regarding child protection, including appropriate supervision ratios.
- Collaborate with other childcare staff and volunteers to ensure smooth operation of the childcare ministry.
- Report any concerns, incidents, or maintenance needs to the supervisor immediately.
- Attend required orientation, safety, and ministry training sessions.

Other duties

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change.

Required Skills/Abilities:

- Prior experience working with infants and young children (church, daycare, or school setting preferred).
- Reliable, punctual, and able to work flexible hours (Sundays, evenings, special events).
- Excellent interpersonal and member relationship skills.
- Ability to prioritize tasks when appropriate.
- A personal commitment to Jesus Christ and alignment with the mission and values of the church.

Education and Experience:

Preferred Education: High School diploma or equivalent.

Preferred Experience: 2 years' experience working with infants and young children.

Physical Requirements:

- Must be able to stand and walk for extended periods of time.
- Must be able to lift up to 30 pounds at times.

Work Location:

Work is performed 100% on-site.

employee printed name

employee signature

date

supervisor printed name

supervisor signature

date