



Job Description for Nursery Caregiver Position

We are committed to sharing God's love with all people and all ages. This position offers us the chance to create a safe and secure space for the youngest of God's children, and to support parents in their quest to worship God, knowing their child is in good and capable hands.

Summary: The Nursery Caregiver will provide childcare for infants and young toddlers in our nursery on Sunday mornings from approximately 9:45 a.m. – 11:30 a.m. This individual may also provide childcare and assist teachers in the preschool Christian Education Program.

Job Responsibilities:

- Oversee the nursery on Sunday mornings in cooperation with the Preschool and Elementary Ministries Coordinator, Preschool Board, and volunteers.
- Relate to volunteer caregivers in a supportive manner. Supervise youth assistants.
- Meet and greet parents and infants warmly on Sunday mornings. Assure parents that this is a caring and safe place for their infants. Welcome the child in a warm and loving manner as you place them in an appropriate space or with another caregiver.
- Maintain a clean and tidy appearance.
- Set an atmosphere of order and dependability.
- Take active responsibility for care and supervision of all babies present.
- Protect, help, encourage each infant as needed.
- When a child is inconsolable, send for the parent.
- Release infants only to their parents or an assigned adult.
- As children and parents leave, let each parent know you will expect him/her next week and that you will look forward to that time.
- See that room is left ready for the next time infants will arrive. Leave notes for custodians, church business manager, Preschool and Elementary Ministries Coordinator as is appropriate, regarding special custodial attention, supplies, or concerns.
- Share your ideas for improvement of the facility and program with the Preschool and Elementary Ministries Coordinator in order to work toward implementation.

Terms of Employment: Work hours are 9:45 – 11:30 a.m., Sunday mornings. There may be optional opportunities to work additional hours before or after church on Sundays or evenings providing childcare for church events.

Compensation: \$11.71/hour

To Apply: Please send your resume and cover letter to Rebecca Schmidt, Preschool and Elementary Ministries Coordinator, University Congregational United Church of Christ, rschmidt@universityucc.org, 4515 16th Ave NE, Seattle, WA 98105.