

## **East End United Methodist Church Nursery Staff Job Description**

We believe that Jesus' message of unconditional love means that every human being is a child of God and is worthy of love, respect and inclusion. East End United Methodist Church is a Reconciling Congregation of the UMC, we welcome and embrace people regardless of sexual orientation, gender identity and gender expression, race, ethnicity, age, faith history, economic status, physical and mental ability, education and housing status.

**The EEUMC Nursery Team** is a key component to the overall community of East End UMC and plays an important role in the lives of our families. As a part of The EEUMC Nursery Team, your role is to provide safe, secure, nurturing, clean and loving care to our children. The nursery team works with children ranging in age from 6 weeks through 3 years old on Sunday mornings, and with children 6 weeks and older during other church events.

**OUR MISSION:** Each child will feel welcomed, loved, and nurtured and every caregiver will feel confident and secure in the care of their child in an environment that displays the love of God.

### **OUR PURPOSE:**

- **We provide a safe, inclusive and loving environment for all of God's children.**
- **We offer superior care for children in the nursery and childcare.**
- **We will teach children that they were created perfectly by and are loved by God.**
- **We offer a place of community and discipleship for all children and their families so they can experience God and connect with their church family.**

### **RESPONSIBILITIES:**

- Interact with children- have fun, play, be silly, laugh, love, and most of all be open to the joy that working with little ones brings to your heart
- Work as a team to prepare and maintain nursery rooms to include setting up the room and sanitizing equipment prior to and in between services and tearing down the room after services
- Greet children and their families at the door in a warm and inviting manner
- Interact with caregivers in warm and inviting ways
- Engage children in Bible story, lesson, and songs in toddler rooms
- Assist children with crafts or other activities as lessons require
- Serve and supervise while children eat a nursery provided snack
- Change diapers and assist with potty-training children in the bathroom
- Follow children's ministry check in and check out procedures and ensure safety policies are practiced
- Maintain child CPR and child First Aid certification and Safe Sanctuary training

### **WORK ENVIRONMENT:**

This job operates in a flexible and fluid work environment to include but not limited to, school building, community recreation centers, other public facilities, and outside spaces.

**PHYSICAL DEMANDS:**

While performing the duties of this job, the employee will be in a flexible and fluid environment. Position is highly active and is required to talk, hear, stand, walk, sit, crawl, bend, and stoop. Employees must lift children, move supplies, or lift other items up to 40 pounds.

**EXPECTED HOURS OF WORK:**

Required days and hours of work Sunday mornings 8:30a- 12:00p. Times can be subject to change. Occasional extra hours available for special events outside of Sunday mornings.

**Equal Opportunity Employer**

**East End United Methodist Church** provides equal employment opportunities to all employees and applicants for employment without regard to race, color, creed, ancestry, national origin, citizenship, sex or gender (including pregnancy, childbirth, and pregnancy-related conditions), gender identity or expression (including transgender status), sexual orientation, marital status, religion, age, disability, genetic information, service in the military, or any other characteristic protected by applicable federal, state, or local laws and ordinances. Equal employment opportunity applies to all terms and conditions of employment, including hiring, placement, promotion, termination, layoff, recall, transfer, leave of absence, compensation, and training.