

CULPEPER UNITED METHODIST CHURCH
Nursery Teacher-Part-time

Objective

To provide loving care to infants and toddlers in a Christian environment.

Preferred Qualifications

1. A love for Christ and love for children.
2. Certified in infant/child CPR.
3. Trained to use the AED (Automatic External Defibrillator).
4. Must pass background checks.
5. Ability to interact effectively with parents.
6. Attend child protection class provided by CUMC and/or conference training.

Hours & Days of Work

Sundays from 7:30 am to 12:15 pm, Wednesdays from 6:00 pm to 8:15 pm, and possibly for other functions as needed. Other days and hours will be as requested, and agreed upon by the Nursery Coordinator.

Supervision

The nursery teacher is under the supervision of the Nursery Coordinator.

Duties and Responsibilities

- A. Assist in the infant/toddler room (children from birth to 5 years old) at CUMC for worship services, Sunday School, and selected other events.
 1. Interact with babies and toddlers in the following ways: reading, singing, holding, feeding, engaging in play, comforting, and changing diapers as necessary.
 2. Engage babies and toddlers in learning activities and constructive play.
 3. Provide age appropriate crafts and lessons.
 4. Comfort children and provide care as needed.
 5. Share knowledge of proper childcare techniques with volunteer helpers.
 6. Adhere to child protection policies.
 7. Submit time sheets at the end of each pay period.
 8. Ensure the nursery is cleaned after each session (toys away, room straightened, tables wiped, room disinfected)
- B. Other tasks as assigned
“The duties and responsibilities may change and therefore, those outlined here are not inclusive of the full spectrum of the position. The Staff Parish Relations Committee reserves the right to amend the job duties and responsibilities (after providing reasonable notification) at any time.”

I have reviewed this job description and feel that it accurately reflects my duties as Nursery Teacher at this time.

Signature of Nursery Attendant

Date