

Church Nursery Teacher Job Description

Vergennes Congregational Church is a vibrant and progressive Christian faith community seeking a Nursery Care Provider to lead childcare in the Nursery from 9:00 am – 11:00 on Sunday mornings as well as during special church services, meetings, and occasional gatherings. The Nursery Care Teacher must have an understanding and appreciation of babies, toddlers and young children, as well as respect for the faith, mission, and vision of our community.

Summary The Nursery Care Provider must have a passion for nurturing and caring for our young ones. A willingness to play, create, read, and interact with this age group is important. In addition to interacting with young children, this individual will interact with a volunteer from the church, family members, members of the staff and with the congregation.

Reports to: Director of Children's Ministry and Pastor

Time Commitment: Sunday mornings 9:00-11:00 year round. Occasional other opportunities include special meetings, special worship services, or other gatherings as needed, dependent upon your availability.

Responsibilities:

- Be attentive to all and provide for the emotional, physical and social needs of young children during the time they are in the church nursery.
 - Prepare and maintain a loving, safe environment that is orderly, clean, sanitized and appealing.
 - Warmly welcome children and their parents.
 - Establish and maintain good communication and be sensitive and responsive to parents.
 - Interact with the children and encourage their involvement in activities as appropriate.
 - Support and guide children in their interactions with each other.
 - Prepare and facilitate toddler programming as needed: small hands-on activities, music and stories.
 - Be on-site and on time in the nursery for the entire scheduled time (from 9:00 to 11:00).
 - Keep a list of all children in the nursery with contact names, cell phone numbers, allergies, and all those authorized to remove children from the nursery.
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- Be aware of church safety and diaper changing/toileting policies.
- Put toys and other supplies away
- Work with church volunteer for the smooth running of the nursery.
- Communicate weekly with Director of Children's Ministries about day-to-day activities in the nursery and report any problems promptly.
- Keep track of supplies and Inform the Director of any needed supplies in a timely way.
- Participate in an annual review of work with the Director of Children's Ministry and Pastor
- Communicate in advance any absence: two weeks notice for a planned absence, as early as possible for absence due to illness or emergency.

Qualifications:

- A love for young children
- Developmental understanding of infants and toddlers
- Experience in caring for children ages birth through 4, with the ability to interact with a variety of personalities.
- Experience working with children with a special needs children a plus. While the nursery teacher will not be the main caregiver, there are children in our congregation with special needs who are occasionally incorporated into age-appropriate programs with an aid.
- At least 18 years old
- Satisfactory completion of a background check
- Satisfactory completion of first aid and child/infant CPR