

JOB TITLE: Nursery Attendant

RESPONSIBLE TO: Youth Ministry

Annual performance reviews. 3 month probationary period.

POSITION:

Part time; provide nursery care for infants and small children during Sunday worship, vacation bible school (one week in July 8:45 am-12:15 am), possible additional hours as needed and agreed upon for other meetings or special events.

JOB DESCRIPTION:

- Provide safe care of children in nursery during worship hours (8:45am-11:15 am/until all children are picked up)
- Contact supervisor as soon as possible if unable to make a scheduled shift.
- Accurately track attendance of all children in the nursery in provided Nursery binder.
- Keep nursery clean and safe. Ensure play surfaces and materials are washed and disinfected First Sundays (the first Sunday of the month) and all items are returned to storage areas at the end of scheduled shift. We share the nursery space with a community partner and aim to be good roommates.
- Report any and all concerns to Pastor or CYFM coordinator.
- Socialize with the children in the nursery while providing care.

MINIMUM QUALIFICATION REQUIREMENTS

- Current first aid certification and CPR certification preferred (training paid for by GLC)
- Pass background check (paid for by GLC)
- Experience with general baby/toddler care (feeding, diaper changing, etc)
- Familiarity with developmental needs and appropriate play levels of young children.
- Ability to complete assigned tasks as necessary.

COMPENSATION:

\$15.00/Hour

TO APPLY: Please send a copy of your resume and cover letter to jasmine@glcportland.org. This position is hiring immediately. If you have any more questions please call 503-256-1835.