

WEST SIDE CHURCH
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www.westsidechurch.info

**CHILDCARE WORKER
JOB DESCRIPTION**

Purpose: To provide quality Christian childcare for children age five and under in a safe and nurturing environment.

General Qualifications

- ◇ An adult (age 18 and over) Christian with a desire to care for preschool age children in a church context.
- ◇ A professed commitment to Jesus Christ that is demonstrated through Christian growth and modeled in spiritual lifestyle.
- ◇ Must adhere to the Articles of Faith of West Side Church.
- ◇ Must have some childcare experience.
- ◇ Must possess a genuine love for small children and a willingness to meet their physical and emotional needs. This includes such personal characteristics as patience, kindness, understanding, empathy, etc.
- ◇ Must be able to meet the physical requirements of caring for small children (ie. lifting, playing on floor).
- ◇ Must be responsible, punctual, organized and dependable.
- ◇ Must have a desire to maintain a clean and orderly work environment.
- ◇ Must possess the ability to build positive relationships with parents of children, co-workers, and supervisors.
- ◇ Must have the ability to maintain confidentiality.
- ◇ Must be available to work at scheduled times and receive required training (CPR/First Aid, training sessions, etc.)
- ◇ Must submit and pass a national background check.

Responsibilities

1. Provide a nurturing environment that displays the love of Christ to children and parents.
2. Provide a fun but structured and safe environment where both children and parents feel welcomed and comfortable.
3. Nurture positive relationships with parents, grandparents, and guardians.
4. Work well with a team of other childcare workers.
5. Provide developmentally appropriate activities.
6. Know and be responsible for implementing all procedures and policies of West Side Church involving children; including but not limited to room maximums, child to adult ratios, safety procedures, evacuation procedures, care of sick or hurt children, etc.
7. Maintain a clean and safe work environment.
8. Attend all childcare worker training offered.
9. Be available for setup and/or cleanup for childcare rooms as requested by supervisor. (Could require a worker to arrive ½ hour prior to event time or stay ½ hour after an event.)
10. Set out, take down, and perform check-in and check-out duties, lock up, etc.
11. Maintain accurate records.