

FIRST UNITED METHODIST CHURCH
Punta Gorda, Florida

Position:

Nursery Attendant

Part-time

General Description:

The Nursery Attendant will provide dependable, safe, secure and nurturing care to the children in the nursery, ages 0-4 under the supervision of the Nursery Nurse, or as directed by the Director of Children's & Family Ministry. This individual will seek to use their personal and spiritual gifts for the benefit of the church by contributing to the effectiveness and efficiency of the duties for which they have been assigned.

Requirements:

1. Available during the hours of 8:30 am to 12:30 pm every Sunday. Must stay until all cleanup is complete or unless prior arrangements have been made.
2. Work additional hours, if available, for special events.
3. Satisfactory completion of CPR training for infants and children.
4. Effective oral and written communication skills.
5. Possess well-developed interpersonal skills.
6. The candidate must demonstrate they can work well with other members of the church staff and servant volunteers.
7. Must adhere to the First United Methodist Church Child Protection Policy Guidelines.
8. Must demonstrate Christian love as well as a growing faith walk with Jesus Christ.
9. Must successfully pass a church specific criminal background check.

Responsibilities:

1. Using sign-in sheets, greet parents and children.
2. Place an ID on each child to identify designated parent/caregiver and offer beepers.
3. Provide a loving, Christian atmosphere in the nursery.
4. Serve and supervise snack time and clean up afterwards.
5. Be sensitive to each child and to his/her parent when concerns are addressed.
6. Disinfect all toys and equipment each week after use. Put dirty diapers in proper disposable area. Make sure nursery is left clean and neat.

Accountability:

The position will be accountable to the Director of Children's & Family Ministry.