

JOB DESCRIPTION

Job Title: Nursery Worker
Hours: Per Hour/ Hired as needed
Primary Job Location: Christ Church Episcopal, Greenville, South Carolina
Date Revised: May 2023

Ministry Summary

Consistent with all other positions at Christ Church, the goal of this position is to “Embrace, Equip, and Empower Apostles to Serve Jesus Christ.”

The Nursery Workers care for and provide a comfortable environment for babies, toddlers and children, welcoming them and their families in a way that ensures they are in a safe, caring, Godly environment.

The duties of the office will be performed with a focus on teamwork, service, communication, collaboration, and engagement with staff and parishioners alike to foster an environment of Christian service with an emphasis on ways to continuously improve.

Reporting Relationships

This position reports to the Nursery Director.

Other Key Relationships

Internal: Rector, Nursery Director, Faith Development team, Church Staff, Vestry, Parishioners, and Christ Church Preschool faculty.

External: None.

Essential Job Functions and Primary Responsibilities

1. Create a fun and welcoming space for our families by being professional, engaging and pleasant in all interactions.
2. Answer parents’ questions and help them feel safe and confident about the nursery environment.
3. Complete required Safeguarding God’s People online training. Successful completion provides certification valid for three years. Following one week of satisfactory employment, you will be paid 3 hours for this training time. You are responsible for implementation of all standards and practices outlined in Safeguarding training.
4. Provide all aspects of childcare services, including diaper changes, snack time (keeping in mind any food allergies), age-appropriate play indoors and out, soothing a fussy or sad child, and similar responsibilities.

5. Clean, disinfect room with broom, wipes or sprays.
6. Perform other duties as assigned by the rector or his designee.

The Nursery Worker's duties and responsibilities outlined above may be changed or altered as parish needs change and/or at the discretion of the Rector or Wardens of the parish.

Required Competencies

- Must pass background and drug screening
- Must obtain Safeguarding God's People certification

Required Minimum Education and Experience

- Experience in childcare.
- Workers must be a minimum of 18 years old.

Personal Qualities

- Lives out his/her faith and actively seeks growth opportunities
- Seeks continuous improvement of self and the ministry
- Excellent verbal skills
- Excellent interpersonal skills and collaborative style
- Lives into the Church's Core Values of Inviting to All, Grateful, Faithful, Compassionate, and Community
- Excels at operating in a fast-paced, diverse community environment
- Open to direction and commitment to task completion
- High comfort level working in a fluid environment

To apply for a position, send resume and cover letter to tbell@ccgsc.org. For additional information, please call the Parish House at 864.271.8773.