

Nursery Aide

Covenant Presbyterian Church

Springboro, OH

Purpose: To provide dependable, safe, secure, and nurturing care to the children while at our Church, in a clean environment - ages 0-3 years during Sunday service. Some older children, up through age 9, may also be in attendance during other events/times.

Pay: \$20/hour

Responsibilities:

- Responsible for providing age-appropriate care which includes: feeding, changing diapers, escorting to the bathroom, maintaining a safe environment, holding, or sitting with and cheerfully interacting with children through games, stories, play and prayer. Universal precautions should always be used while changing diapers or time of body fluids.
- Be polite, friendly, and courteous to all children, parents, and volunteers.
- Child care hours include every Sunday 9:30 AM to 11:30 AM. You are expected to work all Sundays even if it falls on a holiday. Willingness to work other church events, i.e. Pub Theology, Study Groups, etc. is also expected. Times and schedule will be made known in advance. There will always be services on Ash Wednesday, Maundy Thursday, and Christmas Eve.
- Stay until the children are secured with a responsible adult
- In the event of an emergency, notify the parent via text, using the number on the sign-in sheet.
- Straighten the room and clean any toys before leaving. All toys that have had contact with saliva will require special attention. A sanitizing solution will be available to use in the nursery.
- Attend an evaluation after a 90 day probationary period and thereafter annually.
- Report to the Personnel Committee any issues which are hindering the carrying out of the duties or responsibilities.

- Communicate in advance, by phone to the Personnel Committee: 1) any planned absences with an advance two week notice, or 2) any unplanned absences at least two hours prior to the shift.

Qualifications:

- At least 16 years of age
- Satisfactory completion of background check
- Satisfactory completion of First Aid/CPR training for infants and children. Will be provided by the church if not already held.
- Experience in caring for children between the ages of 0 to 3 with the ability to adapt and interact with a variety of personalities is a plus.

Termination Policy:

- There will be a 90 day probationary period where either party may terminate employment without cause. Beyond this a two week notice is expected.
- Dependability is essential. Tardiness and excessive absences cannot be tolerated and will result in termination of employment.
- Immediate termination will occur in cases of intentional verbal, physical, or emotional abuse or neglect of any child, parent, or church member. Termination may occur for failure to carry out job duties as described above.

To apply: Contact us at covenantspringboro@gmail.com.