

Episcopal Church of the Redeemer Nursery Attendant

Reports to: the Director of Children's & Youth Ministries

Job Summary: Nursery Attendants provide leadership and care to infants and toddlers (ages 0-2 years old) in Redeemer's nursery on Sunday's from 8:30am-12:15pm (September-May) and 9:15am-11:45am (June-August). This position requires a genuine enjoyment of working with young children, the ability to be nurturing and calm under pressure, and up-to-date knowledge about the needs of this age group, including feeding and changing babies and toddlers, helping toddlers with using the restroom, managing young children's behavior, as well as competently dealing with unforeseen incidents. It requires staff to be effective communicators with parents and church staff and to maintain safe, clean, cheerful and welcoming environments at all times.

Key Responsibilities:

- Provide a nurturing environment in which infants and toddlers feel the love of Christ.
- Consistently arrive on time on Sunday mornings to open and prepare the nursery.
- Tidy up the nursery after the children have departed.
- Work collaboratively with the other Nursery Attendant.
- Greet and welcome all parents and take the opportunity to get to know them.
- Ensure all children are registered with the church and all pertinent contact and medical information is on file at all times.
- Care of babies and toddlers in the nursery following the policies for safety and proper care (see below).
- Must be in eyesight and ear range of other Nursery Attendants.
- Maintain a healthy, clean and safe nursery at all times.
- Maintain an open line of communication with the Director of Children's & Youth Ministries, other Nursery Attendants, and parents.
 - Work with them to resolve any issues of concerns regarding the nursery.
- Other duties as assigned by the Director of Children's & Youth Ministries.
- Pay will be \$17 per hour.

Minimum Requirements:

- Would need this person to start by September 1.
- High School Diploma or a current college student.
- Prior experience working with infants and toddlers is preferred.
- Covid vaccinated and Whooping Cough boosted.
- Must undergo Safe Church Training and complete a background check.

Physical Requirements:

- Must be able to lift 20-30lbs.
- Staff must be able to pick-up objects off the ground, move equipment and furniture, and place items on tall shelves.
- Redeemer will comply with any ADA laws when hiring staff with physical disabilities to create an accessible work environment.

Please send resume, references, and contact information to vestry@redeermidlothian.org.