

Episcopal Church of the Redeemer, Shelby, North Carolina

Nursery Worker

Background

The Episcopal Church of the Redeemer was founded in 1860 in Shelby, North Carolina. Since that time we have provided a constant witness to the love of God in Jesus. Currently we are a growing congregation with a membership of about 200, including a few young families. We are looking to hire someone to coordinate and work in the Nursery at Redeemer. We have not had a nursery for a few years and so you will have the opportunity to bring your knowledge and skills to the position as well as finding support in a team of volunteers and supervision from staff who are familiar with children's work.

Responsibilities and Duties:

- creates a welcoming atmosphere for both children and parents.

- provides safe & stimulating hands-on care for children, never leaves a child unattended.

- provides a sense of trust for the parents while they are attending other church activities and events.

- provides care which includes, but is not limited to: reading books, singing songs, playing games, assisting children with hand-washing & eating snacks, changing diapers, assisting children in toileting, holding, rocking, and supporting the safety of the classroom through behavior management.

- ensures that all children are cared for in an appropriate manner and to seek assistance from parents or other staff, as needed.

- keeps classroom neat and clean: returns toys to bins or shelves; wipes down tables and counters, as needed; gathers and removes trash; gathers linens for washing; reports supply needs to Parish office.

- schedules volunteers for nursery duties

- keeps accurate records for all children and ensures a duplicate copy is held in the Parish Office.

Experience and Qualifications

Necessary

- Childcare experience, preferably in a nursery, school or daycare. Looking after your own children or babysitting will, generally, not be enough.

- Candidate must have reliable transportation.

- Demonstrate excellent interpersonal skills, especially dealing with parents and children in a professional manner.

- Interested in working in a faith-based setting.*

- Willing to make a commitment of not less than twelve months. This is a year round position and would, therefore, not be suitable for most students.

- Must be 21 or older

- If the candidate is not certified in basic First Aid, with a current certificate, must be willing to certify.

Desirable

- (you may apply without these. Think about whether you might have some of them from other jobs or family life).*

- Management and organizational experience

- Experience in record keeping

Experience on a Church setting.
Childcare certification

** We do not require any sort of faith declaration from employees. However, the Episcopal Church welcomes everyone. This includes the whole spectrum of human sexuality, including those in same-sex relationships. We will not ask what you believe but we will ask if you are comfortable working in this environment. Please consider this carefully before applying.*

Safeguarding

Our children are a gift from God and we take keeping them safe very seriously. You will be required to undergo a background check and to undertake Safeguarding Training. Even if you have worked for another organization with children you will still have to go through our checks and trainings. We cannot hire anyone with a felony conviction to this post.

All volunteers are screened and it is up to the Rector whether volunteers are approved for the nursery. The Nursery Worker can make suggestions to the Rector but cannot accept volunteers.

No family or friends are permitted in the Nursery whilst the Nursery Worker is working and there should be two adults present at all times. The two adults cannot be related or in a domestic relationship.

Alcohol and scheduled drugs are not allowed in the nursery. We are a weapon free campus. We reserve the right to ask for an immediate drug test at any point during employment and, as a matter of course, our insurance will demand a drug and alcohol test for anyone injured on Church premises.

Management Structure

The Nursery Worker is under the management of the Rector. However, there may be occasions when a member of the Vestry (governing board) is asked to supervise.

We ask that four weeks notice be given if someone is leaving. We will do the same, except in cases of gross misconduct when we will immediately dismiss staff.

There are no benefits or paid leave with this position. However you may take up to four Sundays a year, without pay, provided that you give us four weeks notice. In the case of an emergency we ask that you let us know as soon as possible. You may only ask approved volunteers to step into your place.

Hours of Work

The Nursery Worker will need to be at Redeemer from 9:15 until 12:15 each Sunday. We may ask you to cover other events but this is not a part of the job requirement.

Pay

You will receive \$14 per hour. There are no benefits, sick pay or vacation time.

To apply, please click on the link to go to an electronic application. If you need a printed version please email redeemer@redeemershelby.com

Applications will be accepted until June 30th and interviews will take place after this.