

**POSITION DESCRIPTION
CHILDCARE PROVIDER
FIRST PRESBYTERIAN CHURCH OF CEDAR FALLS IOWA
PART TIME**

The childcare provider works under the direction of the pastor with volunteer church leaders and teachers giving care to infants/toddlers and preschool children in the church nursery during church activities.

Part-Time position

Primarily Sunday morning, September through May.

Hours are from 10:10 a.m. through 11:45 a.m.

Job also includes special worship services and times for occasional special church events.

Duties and Responsibilities:

- Provide a loving, child-centered, faith-based environment
- Engage children helping them to feel welcome and safe
- Offer age-appropriate, interesting activities or stories
- Ensure a safe and secure classroom
- Assure children's basic needs are met, including nourishment, good hygiene and changing diapers as needed.
- Greet child and parent/guardian upon arrival
- Stay with each child until they are securely returned to the person noted on the registration form.
- Take attendance and maintain forms required by policy for all children
- Sanitize and store all toys and equipment at the end of each session for use at the next care period.

Skills/Qualifications:

- Experience caring for infants, toddlers and preschool children
- Knowledge of child development
- Strong verbal communication and listening skills to converse with children, volunteers, and parents or guardians