

## **Caldwell Methodist Church Nursery Caregiver**

The nursery Caregiver is responsible for providing a safe, healthy, and loving environment for children in their care ages newborn to 5 years old.

### **Responsibilities:**

- Be familiar with and follow established Nursery guidelines and policies.
- Work according to the daily schedule, activities, and programs.
- Maintain a happy atmosphere for all children.
- Model appropriate behavior for children.
- Provide 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.
- Maintain a clean and orderly room - Clean each classroom used, and all shared toys.
- Provide an atmosphere of trust for both parents and children.
- Respect parent's concerns, needs, and instructions.
- Make note of significant incidents and/or accidents in writing and inform the Children's Ministry Director on the day it occurred.
- Inform the Children's Ministry Director of any needed supplies and/or repairs needed.
- Attend all training sessions provide. This includes CPR/First Aid and Safe Sanctuary.
- Maintain CMC's Welcome to our Nursery form and sign-in log.
- Stay in the nursery until the children are picked up by a responsible adult named on the child's registration form.
- All other duties as assigned.

### **Qualifications:**

- Love for children!
- Ability to communicate well with children and adults.
- Satisfactory completion of CPR, First Aid, and Safe Sanctuary training.
- Willingness to work well with others.
- Ability to be reliable, conscientious in assigned duties and honest about hours of work performed whether supervised or unsupervised.
- Must be at least 14 years old. If under 18, must have supervision by an individual of 18 years or more when working with children.

### **Physical Demands:**

Kids are busy people! Caregivers must be able to walk, stand, sit, reach with hands and arms, bend, and stoop.

### **Supervisor:**

Children's Ministries Director, Senior Pastor, and SPR committee.

March 16, 2023