

JOB DESCRIPTION
CHILDREN'S MINISTRIES WORKER
FIRST UNITED METHODIST CHURCH
LAKELAND, FLORIDA

Sep 2022
FLSA: NON EXEMPT, SEASONAL/TEMPORARY

General Qualifications:

A candidate for the position of Children's Ministries Worker (Children & Nursery Age level) shall be grounded in basic Christian doctrine and profess faith in Jesus Christ. He/she shall agree to uphold the *Children's Ministries Staff Social Covenant* and Church Personnel Policies. He/she must have a desire to learn more and grow in understanding *ministry to children*. He/She shall be committed to personal growth.

Occupational Summary:

The mission of First United Methodist Church (First UMC) is to make Disciples of Jesus Christ for the Transformation of the World. We do this by being a Worship + 3 church: *Invite, Grow and Serve*.

A Children's Ministries Worker (CMW) is to provide dependable and nurturing care to children of all ages and stages, 6 weeks to 5th grade, in a clean, age appropriate, safe and secure environment.

Reports to:

Director of Children's Ministries

Supervises:

N/A

General Responsibilities, including, but not limited to:

- Must adhere to the stated "Child and Youth Protection Policy," and attend annual training.
- Provides age appropriate care including feeding, changing diapers, escorting children to the bathroom, maintaining a safe environment, putting children down for naps, holding or sitting with and cheerfully interacting with children through games, stories, play and prayer.
- Maintain a polite, friendly and courteous rapport with all children, parents, fellow staff and volunteers.
- Remains until all children are picked up by responsible adult with appropriate pick up tag.
- Follow all safety and sanitary procedures as outlined in individual classrooms.
- Straighten the room upon conclusion of programming.
- Clean and sanitize toys before leaving. All toys that have had contact with saliva are to be given special attention and complete sanitization.

Qualifications:

- Must be a High School graduate and at least 18 years of age.
- Must satisfactorily complete extensive background check and drug screening.

Skills and Certification:

- Prior experience in caring for children with the ability to adapt and interact with a variety of personalities and ages is preferable.
- Current CPR/First Aid certification or willingness to complete certification is required.

Stated Hours:

Hours can include:

Sundays: 7:45am-12:30pm; 4:30pm-7:15pm

Wednesdays: 5:40pm-7:45pm

Optional Events include, but are not limited to:

Holy Week (week between Palm Sunday and Easter); Christmas Eve, special events including concerts, meetings, etc. CMWs will be notified as early as possible of these optional events.

Major changes in this job description must be approved by the Staff Parish Relations Committee.