

CHILDCARE LEADER

Foothill Kids

OVERVIEW:

Foothill Church exists to glorify God by leading people into a growing relationship with Jesus Christ, rooted in the gospel. This is our mission and it is carried out through various ministries requiring people with different gifts and abilities. As we continue to grow, we will need qualified people who want to work in a growing, vibrant, and fast-paced church to help with the duties in the specific department as well as the Church ministry as a whole.

ROLE SUMMARY:

The Childcare Leader will report to the Children's Minister and will serve the Foothill Church body with a primary focus on Foothill Kids ministry with children ages infant, toddler, preschool and K-5th. The Childcare Leader has a great opportunity to share the love of Christ and the gospel message with kids and provides support and leadership during our Sunday services. Additional work may be available for days and times outside of Sunday mornings. These events may include Prayer Services, Foothill Church classes, Groups, and other Special Events hosted by Foothill Church.

QUALIFICATIONS:

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- Has a personal relationship with Jesus Christ.
 - Attend Intro to Foothill and begin the process to become a Covenant Partner.
 - Agree with Foothill Church's Statement of Faith and commit to exhibit a lifestyle that is consistent with the same.
 - High School diploma
 - A clear understanding of child development.
 - Great interpersonal skills to build relationships with parents.

GIFTS AND ABILITIES:

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- Mature faith in Jesus Christ, regularly participating in the life of the church.
 - Ability to lead volunteers
 - Ability to lead groups of children.
 - Ability to engage toddler and preschool children in bible lessons.
 - Flexibility in working with different classes as assigned.
 - Detail-oriented and organized.
 - Trustworthy, discreet, and diplomatic.
 - Self-starter and disciplined to work in an unsupervised environment.
 - Adaptable to changes in roles and responsibilities.
 - Able to complete a number of diverse, unfinished projects.
 - Sense of humor and personable.
 - Humble and teachable.
 - Ability to work well with others and be a team player.

KNOWLEDGE, SKILLS & DEMANDS:

Knowledge

- Basic understanding of Foothill Church's DNA, basic theological principles.
- Basic understanding of the role each department plays in fulfilling the mission of Foothill Church.

Skills

- Ability to perform duties with minimum supervision.
- Ability to approach and carry on a conversation with strangers and families.

Mental Demands

- Ability to understand verbal and written instructions.
- Ability to work cooperatively with others.
- Ability to follow directions.
- Ability to delegate tasks to volunteers and oversee they are done properly.
- Ability to problem solve quickly, without showing stress.

Physical Demands

- Ability to lift 25 pounds.
- Ability to stand for long periods of time.
- Ability to squat down to interact with children on the floor.

Environment

- Must be able to work well with others and share resources.
- Must be able to work in a fast-paced environment.
- Maintains a safe work environment.

SPECIFIC DUTIES & RESPONSIBILITIES:

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- Oversee and work with volunteers to manage class time.
 - Welcome all families and help them feel supported during their drop-off/pick-up experience, helping find classrooms for individual children.
 - Take responsibility when emergency situations arise within the classroom.
 - Help to keep areas in the classroom clean, sanitized, safe, and organized.
 - Maintain good communication and a healthy relationship with volunteers.
 - Communicate with the Service Coordinator or Children's Minister when issues arise or materials are needed.

STAFF VALUES:

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- **"I can do that."** We will do whatever it takes to advance the mission of Foothill Church. Nothing is beneath us. Our loyalty is the mission of Foothill Church, not a job description.
 - **"Make it better."** We are committed to a culture of improvement. We will never arrive. There's always something we can do better and we will constantly look for those minor tweaks and major improvements.
 - **"Make it happen."** We will take all the time necessary to make a good decision...and no more. We will err on the side of forward movement and when a decision is made we will make it happen. We value doing over dreaming.
 - **"Work should be fun."** We take God seriously, but not ourselves. We laugh at work and often laugh at ourselves. We will create space and seize opportunities to have fun as a staff.
 - **"Keep it simple."** We will fight the urge to create more complexity. We will say "No" unless we're presented with a golden opportunity or notice a fatal flaw.

Position Type: Regular, Part-Time, Non-Exempt

Schedule: Sunday Mornings and occasional Sunday evenings. Additional work may be available for days and times outside of Sunday mornings

Pay: \$16.50 per hour