



Childcare Associate

CPC Vision

To boldly extend the invitation Jesus makes to us, to everyone

CPC Kids' Mission

CPC Kids' Team partners with families to disciple loving lifelong-followers of Jesus

Overview

The Childcare Associate provides a safe, caring, learning environment for young children while their parents attend worship, classes or events at CPC. Additionally, the Childhood Associate helps children develop their faith in Jesus by supporting the early childhood programming. This position has various shifts available on weekends and weekday evenings.

PRIMARY RESPONSIBILITIES:

- Care for and play with children, keeping their safety in mind
- Maintain a welcoming and warm environment for the children and their families
- Meet the physical needs of individual children, which could include: diapering, toileting, hand-washing, etc.
- Keep classrooms safe, clean, and well-stocked with needed supplies
- Follow proper health and safety procedures
- Teach children, as needed, using provided Bible stories, songs, and age-appropriate activities
- Be flexible in working with ages of children (infants-5 years), depending on the daily needs

OTHER DUTIES

- Effectively communicate with staff, congregation, visitors, and volunteers
- Participate in periodic Early Childhood Team meetings and trainings

MINIMUM REQUIREMENTS

- Actively pursuing a relationship with Christ
- Experience working with kids
- Ability to engage kids in positive, authentic, relational ways
- Positive communicator, collaborative spirit, and team player
- Reliable and consistent attendance
- Refrain from using perfume, cologne, and other fragrances prior to working a scheduled shift for the comfort of children

- Childcare staff who smoke cigarettes are requested to refrain from smoking prior to or on any break times during a scheduled shift in order to reduce tobacco scent that may remain on clothing in consideration of the comfort of children

PREFERRED REQUIREMENTS

- Experience working with young children in a ministry setting
- Relational experience with parents
- Self-starter

PHYSICAL REQUIREMENTS

Ability to sit, walk, and/or stand for extended times, ability to hold/lift children

POSITION REPORTING: The Childcare Associate reports to the Assistant Director of Kids' Ministries.

HOURS: This is a year-round, non-exempt position. Hours are flexible depending on shifts agreed upon.

Childcare Shifts:

Monday	6:40 – 8:40 PM
Wednesday	8:45 – 11:45 AM; 6:15 – 8:15 PM
Saturday	5:00 – 6:45 PM
Sunday	9:00 AM – 12:30 PM
Other	Occasional special events

This job description describes the general nature and work expected of an individual assigned to this position. Employees may be required to perform any other job-related duties as requested.

For further information, or to submit a resume and cover letter, email or mail to:
employment@cpconline.org

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