

Zion Lutheran Church, Kerrville TX

Position Description for: Nursery Attendant

Purpose: We are a sacramental and worship-oriented church that promotes Word and Sacraments, prayer, praise, and Bible centered preaching. At Zion, we are a community of faith, hope, and love and are working to foster our spiritual growth and share the hope God has given us.

Classification: Hourly, paid semi-monthly

Description: The Nursery attendant shall provide a safe, secure and nurturing environment with proper physical, emotional, and intellectual stimulation for our children ages 0-6 years while working in the church nursery.

Supervision Received and Reporting Relationship: He/she reports to the Volunteer Coordinator/ Child, Youth & Family Director/or Chief of Staff; and turn in timecard to the Financial Secretary.

Essential Duties:

- Arrive on Sunday morning in a timely manner to open and prepare the nursery and stay until all children are picked up and the room is picked up.
- Greet each child when dropped off by parent/guardian, ensure each child is signed in, identify each child's belongings, and make note of special instructions from parents.
- Interact with the children and provide age-appropriate care which may include: snack sharing, changing diapers, maintaining a safe environment, holding, sitting with, and cheerfully interacting with children through games, stories, crafts, reading, prayer, and play.
- Straighten room and clean/disinfect toys as necessary before leaving.
- Work well with other volunteers for the benefit of the children.
- Lead the children to join in the Children's sermon each Sunday.
- Other duties as assigned by the Senior Pastor or the ZLC Council. (Example: evening worship during Lent.)
- Work with Child, Youth & Family Director to make sure that nursery supplies are kept stocked.

- Communicate in advance to the Child, Youth & Family Director any absences. Planned absences must be given two weeks in advance and in the case of last-minute illness, must contact the Child, Youth & Family Director at latest by 6:45 a.m. so that a replacement may be found.
- Perform other duties as assigned by the Senior Pastor or the ZLC Council.

Physical Requirements and Qualifications Required:

- Believe that Jesus Christ is his/her Lord and Savior.
- Ability to lift 10-50 lbs.
- Ability to perform manual work that includes standing, sitting, walking, and bending.
- Be of good moral and Christian character.
- Be polite, friendly, nurturing, caring, and courteous to all children, parents, and volunteers.
- Knowledge of age-appropriate needs for the children in the nursery.
- Ability to interact and adapt with a variety of personalities and characteristics common in children ages 0-5.
- Background experiences in child care or early childhood development preferred.
- Willingness to submit to background and drug screenings.
- 18 years of age or older.
- Possess or be willing to receive training in infant CPR or willing to complete such a course at the church's expense.