



Grace United Methodist Church

Pequot Lakes, Minnesota

Child Care Attendant

Summary

The Child Care Attendant supervises children, provides activities, assists in maintaining the nursery and communicates with parents of children from zero to five years of age while families are attending worship services.

Qualifications

1. The Child Care Attendant should have experience with children from birth to age five.
2. They should have taken the "Safe Gatherings" training or will take within the first 30 days of employment.
3. They must pass a background check before employment.
4. They should have strong interpersonal and communication skills.

Essential Functions:

- Provide direct child care and activities for children during worship services on Sunday mornings from 8:30 - 10:30 AM while parents are in worship. The Attendant must remain in the Nursery until the last child is picked up on Sunday and when children are not present, it is important that time is spent disinfecting and cleaning the furniture and toys.
- Manage direct child care during special services or events while parents are in the worship. These additional times shall be negotiated with the Director of Children, Youth and Adult Ministries or the chair of the Staff Parish Relations Committee.
- Manage the physical needs of the child care room. This management involves monitoring supplies, cleaning the furniture which was used, putting used toys in a bin and requesting items as needed.
- Contact emergency substitutes when needed.

Expected Tasks, Responsibilities, and Behaviors of all GUMC Employees:

1. A demonstrated commitment to Christian principals.
2. An understanding and acceptance of the mission, vision, and goals of Grace United Methodist Church.
3. Strong interpersonal relationship skills.

Salary:

\$15.00 hourly

Interested applications please fill out the Grace Child Care Application.

Completed applications can be dropped off at Grace United Methodist Church (29432 Patriot Ave, Pequot Lakes, MN) on Monday through Friday from 9:15 AM to Noon, or on Sundays from 8:30 to 10:30 AM. Applications can also be emailed to Andrea Langhoff at andreaatgrace@tds.net.