



Job Description: Nursery Attendant

Key Responsibilities

- **Direct Child Care:** Provide attentive care including feeding, changing diapers, escorting children to the bathroom, and putting infants down for naps.
- **Engagement & Activities:** Lead age-appropriate activities such as storytelling, singing, crafts, and simple Bible-based play.
- **Safety & Security:** Closely supervise children to prevent hazards, manage the check-in/check-out process to ensure children only leave with authorized adults, and monitor for allergies.
- **Facility Maintenance:** Maintain a clean, organized, and sanitized nursery environment by disinfecting toys and surfaces after each use.
- **Communication:** Greet parents warmly, report supply needs to the Rector or Ministry Coordinator, and notify parents immediately via text or phone in case of emergencies.

Required Qualifications

- **Willingness to pursue (at no expense to employee):**
 - **Safe Church, Safe Community:** Mandatory completion of Episcopal Diocese-specific abuse prevention training (formerly known as "Safeguarding God's Children").
 - **CPR & First Aid:** Certification in pediatric CPR and First Aid is typically required.
- **Background Checks:** Successful completion of a criminal background check and child abuse history clearance.
- **Age & Experience:** Candidates must generally be at least 18 years old and have prior experience in childcare or early childhood education.
- **Physical Requirements:** Ability to lift small children (often up to 30–40 lbs) and move freely in and out of different settings.

Typical Work Schedule & Compensation

- **Hours:** Primarily Sunday mornings (typically 9:30 AM – 12:00 PM). Occasional hours may be available for mid-week events, Holy Week, or Christmas Eve.
- **Pay:** \$50 per Sunday and \$15/hr. overtime, regardless of number of children attendance

Interested parties contact:

St. Paul's Episcopal Church

810-234-8637

Or mail letter of interest and resume:
711 South Saginaw, Flint, MI 48446

Or email:

Rector@stpaulschurchflint.com