



NURSERY COORDINATOR POSITION AVAILABLE

St. Andrew's Church is seeking a quality, loving caregiver to manage the church nursery ministry. We are specifically looking for someone with a heart for little people *and* for the big people who care for them. This person would oversee the daily operations which include scheduling, hiring, training, timecards, and childcare, routine maintenance of the nursery etc.

We view the church nursery as one of the most important 1st experiences that families have with our church.

We hold the responsibility of offering radical hospitality highly.

We are far more than a babysitting service.

As a ministry to families, we provide quality caregiving, reassurance to parents, and their child's first introduction to faith development.

This position would be responsible for maintaining a staffed nursery for all church events as needed. This is a perfect 2nd job with most hours being on Saturday evening, Sunday mornings, a few weekday evenings with additional opportunities during special events. Also, there would be a couple hours per week to maintain nursery schedules and various other responsibilities. Ideally, we would like someone with an early childhood teaching or elementary degree; as well as experience managing people. This is a part-time position offering a maximum of 10 hours per week. Work times can be somewhat flexible. Competitive, hourly compensation is offered in a fun atmosphere.

Employment requirements:

To be considered for employment, a completed application must be on file. References and a background check will be performed on all applicants. In addition, the following are qualifications for employment:

1. A minimum of 21 years of age.
2. Hold a high school diploma, its equivalent or higher.
3. A sincere love and concern for children, their families, and people in general.
4. Experience with children or in elementary education.
5. Experience in a management role.
6. A happy, good-natured personality.
7. Willing to work in an environment that has religious conversations and curriculum taught in classrooms.
8. Comfortable teaching simple Christian curriculum in the classroom.
9. Comfortable conversing with people including difficult conversations.
10. Dependable and prompt in attendance, and responsible for carrying out the duties set forth.
11. Respectful of the authority of the KidMin Director and St. Andrew's UMC's Pastors.
12. Able to establish and maintain relationships of respect, trust, and cooperation with co-workers
13. Must be physically and mentally able to work with active children.
14. Willing to take classes to improve job skills, including CPR and First Aid.

Please send all résumés to Sarah Archer, KidMin Director, sArcher@StAndrewsOmaha.net