



Title: Church Nursery Worker

Ministry Area: Family Ministry

Classification: Part Time, Non-Exempt

Exemption Type: N/A

Schedule/Hours: Sunday mornings, occasional Wednesday nights, other days as needed

Job Summary: The Church Nursery Worker at Concord United Methodist Church provides safe, nurturing care for children during worship services, Community Care Nights, Bible studies, and other church events that offer childcare. This role also supports the preparation and organization of materials for the programming of Concord United Kids ministry. This position is essential for furthering the mission of the church, which is to **Share** Christ, **Serve** Others and **Grow** in Faith.

Spiritual and Personal Qualifications:

- Must be a person of genuine Christian character and commitment who professes faith in Jesus Christ and exhibits a sincere Christian lifestyle.
- Maintains a life of personal and spiritual development and accountability as an active member of a Christian church.
- Refrains from any social or private behavior considered or interpreted as unbecoming a Christian and a devoted follower of Christ.
- Exemplifies the utmost integrity and demonstrates character that is “above reproach.”

Reports To: Nursery & Preschool Ministry Leader and works under the guidelines established by the Staff-Parish Relations Committee and the Staff Employee Handbook.

Supervisory Responsibility: None

Church Committee and/or Internal Board Responsibility: NA

Staff Accountability:

- Demonstrates an attitude of professional excellence in working with each ministry area
- Creates and maintains a work environment consistent with the church’s culture
- Exemplifies a positive, “can-do” attitude
- Understands that our staff works together as one for the health of the whole Body of Christ, for the glory of God, and for the unity of our staff

Key Responsibilities:

- **Child Care:**
 - Provides attentive care for children being mindful of program standards and supporting parents and families.
- **Safety:**
 - Maintains a safe and secure environment by adhering to Concord United's Safe Sanctuary policy.
- **Engagement:**
 - Facilitates age-appropriate play and learning activities that support physical, emotional, cognitive, and spiritual development.
 - Supports the entire family through care of their child/children.
- **Program Support:**
 - Assists in the preparation and organization of materials for programming, ensuring readiness for each session.
- **Developmental Awareness:**
 - Utilizes knowledge of child development to ensure all activities and materials are age-appropriate and engaging.
- **Communication:**
 - Communicates clearly and professionally with parents and Assistant Director and Director regarding children's needs, behaviors, and experiences considering how to best serve families.
- **Cleanliness:**
 - Maintains a clean, orderly, and welcoming environment before and after sessions.
- **Team Collaboration:**
 - Works cooperatively with other nursery and church staff to ensure consistent and high-quality care.

Qualifications:

- **Religious Educational Requirements & Religious Practices:**
 - Safe Sanctuary training
 - Must demonstrate genuine Christian character and commitment, profess faith in Jesus Christ in words and actions, and exhibit a sincere Christian lifestyle.
- **Skills:**
 - A positive attitude and spiritual growth
 - Exceptional communication, organizational, and relational skills
 - High level of self-awareness and coachability
 - Prior experience in childcare or related field
 - Familiarity with childhood developmental stages

Preferred Qualifications:

- CPR and First Aid Certification preferred

Working Conditions:

- Must be available for Sunday mornings, Wednesday evenings, and other times for ministry events.

Physical Requirements: Sit for extended periods while performing computer work; assist with physical set-up to prepare spaces for different activities; lift and move decorations or supplies for events; lift and care for infants/toddlers and walk with children of all ages to help them navigate the building, assist with mission trips and retreats which require physical activity, etc.

Conditions for Employment:

- Pass a background check
- Safe Sanctuaries Training and Screening

Revised: October 2026