

Nursery Worker Job Description

Overview

We are seeking a dedicated and compassionate Nursery Worker to join our team in providing a safe and nurturing environment for young children. The ideal candidate will have a passion for working with children and possess the skills necessary to foster their development and well-being. This position is perfect for individuals who are enthusiastic about making a difference in the lives of children while fostering their growth in a supportive environment.

Wage: \$17.50/hour

Hours: Sunday mornings 8:45am - noon, with options for special events as available

Start Date: This is a seasonal position starting September 7th, 2025 going until June 8th 2026

Essential Duties:

- Has reliable transportation and arrives at the nursery at least 15 minutes prior to when scheduled.
- Greet each child when dropped off by parent(s)/guardians and being a welcoming presence as families enter (help orient newcomers to the space/offerings).
- Complete and maintain Nursery Sign-In/Out Records and communicate any special needs or issues to DRE.
- Engages children in fun, safe, age-appropriate activities while staying in nursery, i.e. age-appropriate songs, stories, lessons, crafts, etc.
- If not already done, label all food containers or sippy cups with the child's name to ensure that children eat and drink from their own items.
- Stays until all children are secured with their guardian who signed them in or the guardian's proxy named on the sign in form.
- Cleans and tidy toys, take out trash, and turn off lights each Sunday after children have left.
- Communicates needs for supplies, snacks, etc. to the DRE.
- Abides by all Safe Church policies of the church at all times.
- Ensures a safe nursery environment (i.e. cleaning products and medications stored out of reach of children, outlet covers on electrical outlets, etc.)
- Maintains good handwashing/hand hygiene after assisting children with tissues for coughs, sneezes or runny noses and diapering.
- Wears latex free gloves while changing diapers, utilizes wax paper barrier and/or disinfects diaper changing area after each diaper change.
- Willing and capable of serving alongside and supervising Nursery Youth Assistants (16+) to support performing the duties above

Qualifications & Requirements:

- 18 years or older
- High School Diploma or GED or equivalent training.
- Passes Criminal Background Checks required by church policy.
- Knowledge of and experience meeting the age appropriate needs for children 0-5 years.
- Willingness and ability to:
 - adapt and professionally interact with children and their guardians.
 - respond quickly and move safely over uneven and carpeted flooring, stairs, and narrow spaces.
 - see, hear, and respond to emergent situations related to multiple children's needs.
 - to safely carry up to 40 pounds.
- Certified or willing to acquire First Aid, CPR and AED certifications for children, infants and adults.

- Dependability is essential, tardiness and excessive unscheduled absences may result in termination of employment. Please make every effort to communicate non-emergency absences with at least 72 hours' notice to the DRE.
- Paid Nursery Workers are expected to work holidays that fall on Sunday.
- Other duties as assigned.

Other Notes:

- Nursery Workers report to the DRE, who will conduct performance appraisals as needed.
- This is an at-will position, and employer or employee may terminate or leave at any time.
- Dedicated to equity, diversity, pluralism, accessibility, and inclusion, First Parish welcomes applicants of any identity and ability.

To apply: email redirector@fpmilton.org or call/text 470-223-0337