



Sunday Childcare Associate

CPC Vision

To boldly extend the invitation Jesus makes to us, to everyone

CPC Kids' Mission

CPC Kids' Team partners with families to disciple loving lifelong-followers of Jesus.

Overview

The Childcare Associate provides a safe and caring learning environment for a small group of young children (6 weeks-PreK) while their families attend Sunday church services. Additionally, the Childcare Associate co-leads the children in pre-planned Bible stories and activities to help them develop their faith in Jesus.

PRIMARY RESPONSIBILITIES

- Care for and play with children, with their safety in mind
- Maintain a welcoming and warm environment for the children and their families
- Meet the physical needs of individual children, which could include: diapering, toileting, hand-washing, etc.
- Lead children through pre-planned Bible stories, songs, and age-appropriate activities
- Keep classrooms safe, clean, and well-stocked with needed supplies
- Follow proper health and safety procedures
- Be flexible in working with varied ages of children ranging from infants-5 years, depending on the daily needs
- Ensure room is prepped for children and cleaned up after programming

OTHER DUTIES

- Effectively communicate with staff, congregation, visitors, and volunteers
- Participate in periodic Early Childhood Team meetings and trainings

MINIMUM REQUIREMENTS

- Actively pursuing a relationship with Christ
- Alignment with [CPC mission, values and statement of faith](#), and [ECO Essential tenets](#)
- Experience working with kids
- Ability to engage kids in positive, authentic, relational ways
- Positive communicator, collaborative spirit, and team player
- Reliable and consistent attendance
- Refrain from using perfume, cologne, and other fragrances prior to working a scheduled shift for the comfort of children in the rooms
- Childcare staff who smoke cigarettes are requested to refrain from smoking prior to or on any break times during a scheduled shift in order to reduce tobacco scent that may remain on clothing in consideration of the comfort of children in the rooms

PREFERRED REQUIREMENTS

- Experience working with young children in a ministry setting
- Ability to build relationships with parents
- Self-starter, strong work ethic

PHYSICAL REQUIREMENTS

- Ability to sit, walk, and/or stand for extended times.
- Ability to frequently stoop or kneel to participate in activities with children.
- Ability to talk to and hear a large group of children.
- Ability to occasionally lift, carry and/or move 10-25 pounds.

POSITION REPORTING: The Childcare Associate reports to the Assistant Director of Kids' Ministries.

HOURS: This is year round, non-exempt, hourly position. Hours are Sundays, 8:30AM-12:15PM. Other shifts may be available on weekends and Wednesday evenings.

This job description describes the general nature and work expected of an individual assigned to this position. Employees may be required to perform any other job-related duties as requested.

For further information, or to submit a resume and cover letter, email or mail to:

employment@cpcedina.org

Christ Presbyterian Church
HR Team
6901 Normandale Road
Edina, MN 55435