Nursery Director

Job Description

Christ United Methodist Church – Roswell, GA

Nursery Director will report directly to the Senior Minister but may be asked to consult with the Chair of the Staff/Parish Relations Committee and/or the member in charge of Children’s Ministries.

Pay: 40$ per week (not including special events)

Job Requirements/Responsibilities include:

- Caring for young children in our nursery for approximately three hours each Sunday morning. (9:30 a.m.– 12:30 p.m.)
- Strong organizational and people skills.
- Communicating effectively with parents about the individual needs of children.
- Willingness to work within and support a Christian environment. While Christian affiliation is not a required, the person filling this position should be willing to operate in a way consistent with Christian principles.
- Scheduling rotating roster of volunteer nursery attendants.
- Communicating effectively with the Senior Minister and the church member in charge of children’s ministries about any nursery issues that may arise. This includes offering suggestions on how to accommodate member and visiting families more effectively.
- Warmly welcome visitors and serve as a public face of the church.
- Supporting the ministerial goals of Christ United Methodist Church.
- Occasionally the Nursery Director may be asked to work special events as necessary. In such cases these dates will be arranged and agreed upon well in advance.
- CPR certification is strongly preferred.

Other tasks/requirements may included:
- Stocking nursery supplies. (Paid for by the church)
- Cleaning the nursery, equipment and toys
- Undergoing a background check
- Completing UMC Safe Sanctuaries program
- Certification in CPR and First Aid