

Community Presbyterian Church of Ben Avon
7501 Church Ave.
Pittsburgh, PA 152

Position Description

Title: Nursery Staff

Purpose: To provide safe, nurturing care and educational activities for children while their parents or guardians participate in the Sunday morning worship service and seasonal Sunday morning small groups.

Accountability: Accountable to the Director of Faith Formation and the Pastor, as head of staff.

Responsibilities:

1. Provide hands-on, developmentally appropriate care and supervision to children from infancy to age 3.
2. Prepare nursery for children by wiping toys, setting up play areas, and planning activities (such as coloring pages, story time, music, etc).
3. Ensure that the nursery is cleaned up and food and play materials are put away.
4. Interact with parents or guardians to maintain good exchange of information including a report of the child's experiences
5. Follow and enforce safety procedures as outlined by the session of the church (wearing masks, etc.)

Qualifications:

1. Minimum of high school education or GED
2. Experience in supervision of young children
3. Basic understanding of child development
4. Interpersonal skills necessary to relate well to families and volunteers
5. Must have appropriate clearances for working with children and proof of Covid-19 vaccination

Evaluations: Performance reviews will be conducted annually by the Pastor as head of staff and the Chair of the Christian Ed Committee. The Personnel Committee will annually review the adequacy of compensation and make recommendations to session for changes if needed

Salary: \$15/hr for 2-3 hours of work weekly on Sundays (plus occasional special events and meetings).

To apply: Please send resume and two references to Laura Bentley, Director of Faith Formation, laura@cpcba.org. We will need proof of COVID-19 vaccination and Act 34 clearances before hiring.