



## Job Description

<b>Position</b>	Children's Ministry Sunday Staff
<b>FLSA Status</b>	Non-exempt
<b>Department</b>	WS Children's Ministry, Nursery & Preschool
<b>Date</b>	Jan 2024
<b>Reports to</b>	RWS Early Education Manager
<b>Work Hours</b>	4.75 hours on Sundays with potential to grow as the church grows (must be available to work on Sundays)
<b>Pay Rate</b>	\$21/hour

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## Job Description

Providing a safe, fun, gospel-centered environment for children ages 0 through preschool age during worship services on Sunday mornings. Physical activity required including playing with children on the floor, picking up children, changing diapers, taking children to the bathroom, disinfecting classrooms and toys, setting classrooms up, and helping teach when needed.

## Requirements

- Must be available on Sundays from 8:15 am to 1 pm on Sundays.
- Arrive on time each Sunday.
- Attend mandatory training sessions each year to review our policies and procedures and build community so that, as a staff, we can continue to serve Redeemer West Side Children safely and effectively.
- Give at least *2 weeks notice prior to being absent*. If ill, please notify the Early Education Manager as soon as possible.
- No more than 6 absences per year (including sick days) and no more than 3 absences in a row.
- No more than one Sunday absence in the month of December.
- *Work on Easter Sunday.*
- *Work on Lessons and Carols Sunday (typically the second Sunday in December).*
- *Work on Christmas Eve.*
- *Work one of the two Sundays that occur before and after Christmas Day (for example: you may be absent for either Dec 22 OR Dec 29. You cannot be absent for both and we encourage staff to work all Sundays in December).*
- A commitment to serve 1 year from start date.

## Qualifications

- Heart for God, families and children.
- Must be aligned with Redeemer West Side faith belief and values.
- Must be able to lead and take charge of the classroom.

- Ability to remain calm under pressure; level-headed when the classroom environment is stressful.
- Must be able to talk with parents and lead volunteers in the classroom.
- Must be a team player and have character qualities such as integrity, wisdom and good judgment.
- Warm and engaging personality that is welcoming to parents and children, especially those children who may have difficulty separating from their parents.

**COVID-19 VACCINATION POLICY:**

*To ensure the overall health and safety of the Redeemer West Side community and in accordance with New York City requirements, all newly hired employees of Redeemer West Side are required to be fully vaccinated against COVID-19 as a condition of employment, absent qualifying exemptions for medical, religious, or other reasons in accordance with all applicable laws.*