



Position Title: Sunday Mornings Childcare and Kids Coordinator

Position Overview: At Christ Presbyterian Church, we deeply cherish our children and our Childcare Providers who play a vital and appreciated role in our community. Our Childcare Providers establish an inclusive, safe, and welcoming environment for our children as well as delight in building connections with children and families, witnessing their growth and development over time.

Christ Presbyterian Church Vision and Values: Christ Presbyterian Church envisions a world that is loving and inclusive. We unite with God to be a worshiping community without barriers, a sanctuary for all. We seek to follow Jesus by doing justice, loving mercy, and walking humbly with God. Our values include Love, Doubt & Faith, Beloved Community, Spiritual Health, Repair & Renewal and Care of Creation.

Accountability and Relationships: Serves under the direct supervision of the Family Ministries Director. Partners with and supports staff and commission chairs. Supervises Childcare staff.

Position Scope and Compensation: \$22 per hour, 6-10 hours per week with occasional additional opportunities. Childcare Providers are expected to work Sunday mornings 8:15 am-12:30 pm

As Sunday Mornings Childcare and Kids Coordinator, this staff person will be given practical flexibilities in addressing the following areas:

Programs and Relationships:

- Works to develop good relationships with children, caregivers, families, volunteers and staff.
- Seeks to prioritize an inclusive and multiracial approach to discipleship which aligns with the mission and vision of Christ Presbyterian Church.
- Works to ensure safe, clean and age-appropriate program spaces.
- Helps to implement and emphasize identified Family Ministry Milestones in coordination with the Family Ministry Commission and Family Ministries Director.
- Works in collaboration with the Family Ministries Director on curriculum and planning for Little Kids' Ministry and Kids' Ministry.

Childcare Specifically:

- Cares for children ages newborn through elementary on Sunday mornings.
- Supervises Childcare staff and volunteers.
- In partnership with the Personnel Committee and Family Ministries Director, oversees hiring of childcare staff.
- Oversees scheduling of childcare staff for Sundays and other church events.
- Oversees appropriate safety and risk management policies and practices in accordance with best practices and current Christ Presbyterian Church policies.

Other Opportunities for Additional Hours:

- Wednesday evenings from 5-7 pm during church seasons of Advent (December) and Lent (February-March)
- Occasional additional opportunities for special events like Family Dinner, Vacation Bible School, etc.

Qualifications

- Age 21 or older
- High school diploma, GED or equivalent with classroom experience in a childcare or education setting
- Experience with childcare ages 0-10 and family communication
- Understanding of the importance of and how to implement play-based learning
- Previous experience with an open and affirming church childcare context preferred
- Background check required
- Professional and personal references

To apply, please the following to Family Ministries Director, Cindy Melrose. cindy@cpcmadison.org

- Cover letter
- Resume
- Two references