

Caregiver Responsibilities

Child Care Center

We are a ministry to the youngest members and visitors of our church. It is the responsibility of all paid caregivers to care for the physical needs and be sensitive to the emotional and spiritual needs of the children in the CCC.

Caregiver Responsibilities:

1. Prepare classrooms before children arrive: set out toys, prepare snack tray, ensure tables, floors, and counters are clean. Empty dishwasher and put away laundry as needed.
2. Welcome children and parents in a friendly and courteous manner.
3. Supervise and ensure the safety and well-being of the children at all times, being alert for the needs of the children as individuals and as a group.
4. Be familiar with and follow all CCC policies.
5. Report to the CCC Coordinator any special needs of individual children.
6. Prepare snack, sing prayer, and sit with children while they eat.
7. Cheerfully interact with children through games, stories, songs, and play.
8. Exhibit patience and love in all interactions with the children.
9. Disinfect toys as needed during the shift; disinfect climbers after children have left.
10. After shift is over: straighten room, clean counters, empty sinks, empty compost, sweep floors, wipe down tables, wash toys and bedding daily, load/run dishwasher as needed.
11. Change diapers as needed and empty diaper genies daily.
12. Communicate in advance any absences.
13. Attend annual performance reviews.
14. Work Schedule: by mutual agreement.

Hours: 3-10 hours/week