

Calvary Lutheran Church  
7520 Golden Valley Road  
Golden Valley, MN 55427  
763.545.5659  
www.calvary.org



**Job Title:** Afternoon Aide, Calvary Childcare

**Reports to:** Director, Calvary Childcare

**Classification:** Part-time, hourly, non-exempt, year-round

**Position Description:** The Afternoon Aide will assist in maintaining the daily operations of classrooms within Calvary Childcare Center. This job will include carrying out care routines, providing positive social and emotional support, and daily classroom maintenance duties. The hours for this position are 3:30 to 5:30 p.m.

**General Expectations:**

- Embrace Calvary's mission, vision and values, and apply them with vigor and excellence
- Operate as a collegial team member, encouraging and edifying other staff, volunteers and participants
- Be intentional about one's spiritual growth and development

**Key Responsibilities:**

- Maintain and exhibit qualifications as required for this position by MN Department of Human Services
- Assist classroom staff in all areas of care-including diapering, feeding, sleeping, play and positive interactions
- Cultivate effective and trustworthy relationships with families, staff and children
- Carry out daily room maintenance duties

**Qualifications, Skills and Knowledge:**

- 16 years or older
- Experience working with children preferred
- Uphold professional characteristics consistent with the requirements of DHS Rule 3, NAEYC accreditation standards, and the expectations of Calvary Lutheran Church
- Able to lift and carry children (maximum of 60 pounds)
- Maintain a neat and clean physical appearance
- Able to see, hear, think and move quickly to supervise children safely

Calvary Childcare Center is a NAEYC-accredited, faith-based program in Golden Valley, Minn. We are looking for the right person to join our team of creative, passionate and dedicated early childhood educators. Our center is committed to high quality care for children and their families.