



Job Title: Nursery Supervisor

Reports to: Executive Director

Classification: Part-time, hourly, non-exempt, up to ten hours per week

Position description:

Let's face it, the Nursery Supervisor is a critical component of our Sunday morning experience for all of our guests! This position is for you if you love to provide a fun, creative, caring and safe environment for all children who enter Calvary's nursery during worship services...and have the maturity to know their parents love you for it!!

General expectations:

- Live out a personal relationship with Jesus.
- Participate in Calvary's Growth Track (Regular worship, small group participation, small group serving, and tithing/working towards a tithe at Calvary.)
- Perform all duties with integrity, humility, and grace with all Calvary staff, leaders and guests.
- Adhere to Calvary policies, procedures, and beliefs as expressed in our mission, vision, values and in compliance with the staff handbook

Key responsibilities:

- Train and equip staff in the appropriate supervision and care of children, including Safe Haven guidance.
- Schedule staff for all nursery availability.
- Encourage and foster a safe, fun environment while supervising play.
- Attend to the immediate needs of children, including bathroom, cleaning or First Aid.
- Check children in and out of the nursery using the church management system.
- Other duties as assigned.

Knowledge and skills desired:

- Must be at least 18 years of age.
- Must have the ability to relate sensitively to infant, toddler and preschool age children.
- Must have evidence of emotional maturity and stability.
- Must have respect for other staff, volunteers, parents and children.
- Must have evidence of sufficient security and judgement to handle crisis situations and to use supervision constructively.
- Must pass a Backgrounds Record Check through the Bureau of Criminal Apprehension.
- Must have demonstrated personal characteristics consistent with the requirements of and the expectations of Calvary Golden Valley.

Key attributes:

- Self-aware, teachable, collaborative, fun, honest and a servant's heart.
- Flexible, adaptable, and a calming presence.