

Unitarian Universalist Fellowship of Harford County Job Description for Caregiver

UUFHC welcomes and supports families with young children. To support the participation of parents in church activities, we provide a nursery staffed with adult caregivers. Our mission is to create a safe, nurturing, welcoming and engaging environment for children while their parents or guardians are participating in congregational meetings, services, programs, or events. If interested, please fill out this [Interest Survey](#).

Hours: The Caregivers are paid 2 hours for a regular Sunday morning (10:00 am–12:00 noon) and for additional hours worked on a Sunday morning that includes an event after the service. Sunday morning caregivers will be offered first refusal of work for an event that does not start on Sunday morning. Caregivers will be paid for a minimum of 2 hours plus additional time worked.

Goal: Create a safe, nurturing, welcoming and engaging environment for the children of the congregation.

Statement of Accountability: Caregivers are supervised by the Director for the Program for Children and Youth who (with appropriate notice to the caregivers) may delegate immediate supervision to a volunteer. Hiring is conditioned upon an acceptable background check.

Tasks:

1. Caregivers must arrive on time for a caregiver assignment and be present in the nursery ready to greet children and parents at the designated start time.
2. Caregivers are required regularly to inspect the nursery space for cleanliness and safety, reporting any safety concerns at once to the Director (or delegate).
3. When not caring for children, caregivers are required to tidy up the nursery and to sanitize toys as appropriate for safety.
4. Caregivers are required to comply with our church's policies and procedures, with particular attention to the Safe Congregations Policy.
5. Caregivers are required to remain engaged and nurturing while caring for the children, without distractions (for example, non-emergency phone use is not permitted).
6. Caregivers should engage in only child-appropriate behavior while on the premises (appropriate language choices, topics of discussion, movie choices, games, etc.).
7. After each job, caregivers are required to complete a caregiver payment form.
8. Before departing, caregivers must tidy up the nursery, and sanitize as appropriate.

Knowledge, Skills and Abilities Needed: Prior experience caring for children in a group setting. CPR and First Aid certification is recommended. If no CPR or First Aid certification is present, a Parent Endorsement Letter and two letters of recommendation will suffice until the caregiver can be certified.

Payment: The pay rate is \$17/hour with increases for longevity in the Caregiver position.