



## JOB DESCRIPTION

**Position Title:** Event Child Care Staff

**Campus:** Multiple Campuses

**Reports to:** Event Child Care Director

**Status:** Part-time Non-exempt Seasonal

**Schedule:** Limited Hours, varies based on events

**Position Summary:** Implements the program established by the Event Child Care Director.

**This position is connected to the faith and ministry of the church and moves forward the vision of Central Christian Church.**

### Responsibilities:

- ADMINISTRATIVE:
  - Arrive and be in position 30 minutes before event starts
  - Set up classroom with supplies provided
  - Check In/Check Out
    - Ensure all children attending program are checked in/out adhering to Central's Children's Ministry protocols
  - Know child count/ratio at all times
  - Clean up classroom following established protocols
- MINISTRY:
  - Implement the program as provided
  - Provide basic needs for younger children
- Develop relationships with families (parents & kids) and staff
- Support vision and direction of Central Christian Church and Family Ministries.
- Support Children's Ministry Core Values.
  - Safety and Security
  - Biblical Teaching
  - Adventure
  - Relationships
  - Families

### Knowledge, Skills and Experience:

- A personal walk with Jesus.
- Excellent written and communication skills.
- Organizational skills.
- Ability to work independently within scope of assignment. Manages time and prioritizes duties effectively.
- Ability to work cooperatively as a member of a team.

### Personal Expectations:

- Must align with the vision, and values of Central Christian Church and be committed to doing Central no harm.
- Growing in your personal relationship with Christ.
- Develop personal evangelism opportunities within and outside the Church.

### Staff Expectations:

- Adhere to and encompass the qualities and characteristics required of Central Christian Church employees, defined by the Employee Handbook.
- Financially support the vision of Central Christian Church by faithfully giving at least 10% of gross income.

- Be an active Owner at Central Christian Church, making every effort to uphold the six core values of Central.

**Additional Benefits Offered:**

- Free childcare for your children during your shift and Bible study.

**Physical Requirements:**

While performing the duties of this job, the employee is required to stand, walk, sit; use hands to finger handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear. The employee must occasionally lift, carry, push, and pull objects weighing up to **twenty** pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.