

**JOB TITLE:** KidsClub Childcare Provider  
**DEPARTMENT:** Education  
**REPORT TO:** KidsClub Coordinator  
**DATE REVISED:** June 11<sup>th</sup>, 2015  
**CLASSIFICATION:** Non-Exempt; As Needed

---

## **JOB STATEMENT/PURPOSE:**

Work as part of a team that provides excellent childcare services throughout the week for events, classes/courses, the 1:30pm service during the school year, work the 6pm service during the summer and seminars that require them.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- ❖ Shepherd kids and youth providers involved in childcare.
- ❖ Committed to praying for families kids, providers, and volunteers.
- ❖ Ensure that toys and other nursery equipment is age-appropriate, clean, and safe.
- ❖ Follow security system policies.
- ❖ Enforce current policies that ensure the safety of all those under your care, including:
  - Knowing where kids are at all times;
  - Recognition and remedy of unsafe situations immediately if they are encountered;
  - Ensuring adequate provider to child ratios by maintaining satisfactory attendance and following events schedule

## **JOB SPECIFICATIONS:**

- ❖ An openness to faith in Jesus Christ.
- ❖ Interpersonal skills that enable building relationships with children and staff.
- ❖ Passion and ability to provide great care and help families grow in faith and knowledge.

## **OTHER RESPONSIBILITIES:**

- ❖ This job description reflects general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absences, to equalize peak work periods, or otherwise balance the workload.