

Wesley United Methodist Church

21 E. Franklin Ave, Naperville, IL.

630-355-1834

### **Childcare Worker (Paid Staff) Job Description**

Paid childcare staff work under the direction of the Minister of Christian Education, Lead Pastor, and Staff Parish Relationships Committee (SPRC) of Wesley UMC must be at least 18 years of age. A background check is required, along with Safe Gatherings (Safe Sanctuaries) training.

**Attendance:** Sundays, 9:30 a.m. to 11:30 p.m., this includes Easter Sunday; other worship services including Christmas Eve and Lenten services as they occur (for example Ash Wednesday, Maundy Thursday, Good Friday), and other church programming (for example choir rehearsal).

**Provide age-appropriate care:** Our nursery is available for children ages 0 to not yet in school full time (birth and 4/5 years old). Interact kindly and appropriately with children, parents, caregivers, and staff. This also includes set-up and clean-up of the room(s) used.

**Abide by Wesley UMC Safe Sanctuary Policy:** including but not limited to passing a background check, completing Safe Gatherings (Safe Sanctuaries) training, copy of CPR certification card to Minister of Christian Education, and use of incident reporting forms when needed.

**Other Duties as Assigned:** There may be an occasional Sunday morning when you may be asked to be the second person assistant in a class, or help out with small tasks.

**Pay:** \$15 per hour.

To apply, submit a cover letter and resume to:

*Rev. Kathy Wellman*  
*Christian Education and Abilities Minister*  
Wesley United Methodist Church  
21 E. Franklin Ave  
Naperville, IL. 60450  
630-355-1834  
[revkathywellman@gmail.com](mailto:revkathywellman@gmail.com)