

Position: Childcare Provider

Organization: The Table: United Church of Christ of La Mesa

Address: 5940 Kelton Ave, La Mesa, CA 91942

Website: tableucc.com

Facebook: The Table: United Church of Christ of La Mesa

Instagram: table.ucc

YouTube: <https://www.youtube.com/c/TheTableUnitedChurchofChristofLaMesaCA>

Phone: 619-464-1519

Wage: Starting at \$20/hr

Hours: 9:30-11:30 am Sunday mornings, with potential for additional hours with special church events

General Duties: The Child Care Provider is responsible for providing activities and care for children, newborn to three years of age, in a comfortable, safe, nurturing environment.

- a. Arrive 30 minutes before any scheduled event (e.g. 9:30 am on Sundays) to prepare the Nursery, turn on the heat or air conditioner, as needed, and receive the children as they are dropped off before Worship Service.
 - b. Ensure that parents follow the sign-in/sign-out procedures.
 - c. After the children are gone, and with the second Child Care Provider, sanitize the toys and surface areas including the bathroom, sink, diaper changing area and counters as necessary, using sanitizing wipes and other supplies provided. Vacuum and straighten the room as necessary, and place any trash, especially used diapers, in a bag outside the Nursery door for collection. Ensure that the lights and heat or air conditioner is turned off and that the doors are securely closed and locked when you depart.
 - d. Notify any member of the Ministry of Education when additional supplies are needed or if any problems are found with equipment, toys, furniture or the facility
 - e. In the event that no children are brought for care, close the Nursery and assist with one of the Sunday School classes if needed to complete your shift
 - f. The Child Care Provider should not report for work when they are sick, but should notify their supervisor as far in advance as possible if unable to work, so arrangements for another provider can be made in a timely fashion.
2. Emergency Procedures: In case of emergency, send the other Child Care Provider or another adult to get the parents(s) immediately. Call 911, if necessary.

About us: We are a diverse, Open and Affirming church in the United Church of Christ, a progressive Christian national denomination.

Qualifications:

Experience in caring for young children

Highly responsible and reliable

Creative and playful spirit

Self-starter who is confident working with minimal supervision

Able to pass criminal background check and comply with our church's Safe Church Policy

To Apply:

Interested candidates should send the following documents via email to Rev. Kelly Ryan at kryan@tableucc.com:

1) Short cover letter

2) Resume

Applications will be received until position is filled