

Westwood Presbyterian Church
Part-time Childcare Worker Job Description
Compensation: \$20.60/hour

Westwood Presbyterian Church (WPC) is seeking part-time childcare workers to serve in both the Nursery (ages 0-4) and K-5 Sunday School class (ages 5-11) a few times a month, providing care and instruction in a nurturing and welcoming environment for children during Sunday worship under the guidance of the Dir. of Children and Family Ministries/lead teacher, and occasionally providing childcare support for other church events as needed.

Duties Include:

- Following best practices for child safety as outlined by WPC
- Setting up the classrooms by setting out chairs, toys, art activities, etc.
- Greeting parents and children on arrival to collect information on the child regarding allergies, special needs, etc., and helping put the parent and child at ease.
- Engaging children in developmentally appropriate learning and play through toys, art, reading books, games, songs, sharing circles, playground activities, etc.
- Changing diapers or assisting with bathroom visits.
- Communicating with parents via text in the event of an emergency or emotional need that cannot be met by the workers.
- Cleaning the classrooms/playground to be ready for use by the preschool the next day.

Job Requirements:

- Previous experience working with young children
- Completion of DOJ fingerprinting, background check, and a brief (approx. 2hr) online training series. All costs are covered by WPC.
- Ability to foster a welcoming and inclusive environment for all children and families that celebrates diversity in race, ethnicity, culture, gender, ability, and sexual orientation.
- You must be able to meet these essential physical functions: able to see & hear children, to move quickly to a child in danger, to lift 30lbs. from floor to waist, to get down at child's eye level, to handle stress & work cooperatively with a childcare partner.

Westwood Presbyterian Church (PCUSA) Vision and Mission Statement:

We are a community that welcomes everyone to grow in faith and care for the world God loves. We are called to walk humbly with God through inspired worship, impactful service, open fellowship, and curious learning for all ages; practice kindness through welcoming and including all of God's people, as we grow in faith and friendship, and share the grace we receive in Jesus Christ; pursue justice through our collective and individual relationship with neighbors in L.A. and the world; and care for the earth God gave us. Join us as we seek to pursue justice, practice kindness, and walk humbly with God.

To apply, please send a resume and cover letter to Director of Children and Family Ministries, Marin Miller at mmiller@westwoodpres.org.