

## NURSERY COMMITTEE MEMBER

The nursery committee member will oversee and coordinate the nursery ministry.

<b>Ministry Area/Department</b>	Nursery
<b>Position</b>	Nursery Committee Member
<b>Accountable To</b>	Christian education director
<b>Ministry Target</b>	Babies and their parents
<b>Position Is</b>	Elected
<b>Position May Be Filled By</b>	Church member
<b>Minimum Maturity Level</b>	Growing Christian
<b>Spiritual Gifts</b>	Administration • Serving • Pastor/shepherd
<b>Talents or Abilities Desired</b>	Organized • Loves babies and children • No criminal record
<b>Best Personality Traits</b>	Cheerful • Kind • Dependable-leader
<b>Passion For</b>	Protecting, caring for and showing love of Christ to young ones • Offering a safe environment where parents are comfortable leaving their little ones
<b>Length of Service Commitment</b>	Two year minimum

### ANTICIPATED TIME COMMITMENTS

1. **Doing ministry/preparing for ministry:** one hour a week when on rotation
2. **Participating in meetings/training:** one hour a month

### RESPONSIBILITIES/DUTIES

1. Recruit and train volunteers to serve in the nursery.
2. Organize the nursery and ensure its cleanliness and safety.
3. Develop, post and enforce nursery policies.
4. Routinely inspect nursery equipment, toys and supplies:
  - a. Report repair and maintenance needs to appropriate personnel.
  - b. Restock supplies when needed.
5. Obtain and keep a library of picture books and music/songs on cassettes or CDs for use in the nursery.
6. Keep a current list of nursery caregivers with names/addresses/phone numbers.

7. Schedule nursery caregivers for every service and special churchwide events in which nursery care is needed.
8. Collect and launder used crib sheets weekly.
9. Clean/disinfect dirty toys as necessary.
10. Oversee budget and expenditures for the nursery ministry.

Signature of Nominee: \_\_\_\_\_ Date of Signature: \_\_\_\_\_