

Berean Baptist Church

Childcare Supervisor

Job Description

Responsibilities

Oversee childcare assigned session – follow up with scheduled childcare providers and room supervisors as well as room set up and clean up.

Recruit and interview prospective new childcare providers.

Monitor all rooms that are being used for childcare.

Ensure safety measures are followed during the childcare session.

Organize and participate in recreational activities, such as games.

Assist in preparing food for children – serve meals or refreshments to children.

Ensure that toys and materials are cleaned and stored, and the room is straightened and reset after the childcare session.

Maintain a safe and healthy environment.

Inspect and replace damaged or lost materials.

Report any concerns regarding a child's well-being immediately to Pastor Ben Holden

Communicate with parents/guardians about any issues that may arise

Supervisor care providers and, if needed, redirect their performance and make changes

Qualifications

Model a growing, personal relationship with Jesus Christ

Agree with the Berean Baptist statement of faith

Passion for children and families to see their lives, communities and world transformed by the power of the gospel

Education and/or experience with children and children's education

Demonstrated ability to supervise others

Proven ability for problem solving and making rational, in-the-moment decisions

Strong relational and communication skills

Ability to work on a team

Adeptness to work effectively with a variety of personalities, skill levels and situations

Trained on Berean Kids procedures