

**JOB POSTING – 2017/2018**

## **ROCKHARBOR Church Charlotte**

### **Childcare Worker**

#### **About ROCKHARBOR**

**ROCKHARBOR** is a non-denominational, multi-campus church located in both Orange Country, CA and Charlotte, NC. Through weekend celebration services, Life Groups, local and global engagement, and church planting, our vision is to be a church of communities following Jesus as we worship, pray, and love others.

#### **About the position**

**ROCKHARBOR** Charlotte is looking to provide childcare at various events in the coming year but we are in need of raising up a team of workers to do so. If you love Jesus, Kiddos and the local church we want to talk to you. Our Childcare Workers are a part-time hourly position that pays \$8.25 an hour and reports to Corrine Smith, our Human Resource Services Manager. Staff members are expected to adhere to **ROCKHARBOR**'s leadership guidelines [which can be provided upon request].

#### **How to apply [please read carefully, incomplete applicants will not be considered]**

If you are interested in the position, please do the following:

1. Review the attached job description in detail, ensuring you meet the minimum qualifications.
2. Click on the link below to electronically fill out a secure digital application.

**CudaSign Link:** <https://signnow.com/s/1dAuQQH2>

As soon as you are done with the application a copy is securely sent to Corrine Smith for review.

3. Once your application has been received and approved, you will be contacted for a phone interview.
4. If your application is disqualified, you will be notified via email.

**JOB DESCRIPTION – 2017/2018**

# **ROCKHARBOR Church Charlotte**

## **Childcare Worker**

### **Primary purpose of position**

To care for kids as their parents attend different events at **ROCKHARBOR** church.

### **Key responsibilities**

- Care for kids between the ages of birth – 11years of age.
- Ensure the safety of the classroom environment.
- Oversee check-in and check-out procedures.
- Monitor the cleanliness of the classroom.
- Communicate with parents on an as-needed basis.

### **Requirements**

- Adherence to all leadership and childcare guidelines as outlined in the employee handbook.

### **Qualifications**

- Intimate and growing personal relationship with Jesus Christ.
- Some experience working with children.
- Leadership, organizational, and time-management skills.
- Cooperative and servant attitude.
- Willing to support policies and leadership of **ROCKHARBOR** church.
- Strong communication and discretionary skills.

**Supervisor:** Corrine Smith

**Position:** part-time/regular/non-exempt hourly

**Ministry:** RH Charlotte Campus

**Hours/schedule:** Varies

**Revision date:** Oct 2017

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of **ROCKHARBOR**.