

TODDLER TEACHER

The person in charge of the toddler room and to care for toddlers during a Sunday morning service

SKILLS REQUIRED

- Leadership
- Organization
- Caring
- Teaching

REPORTS TO

Team Leader

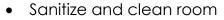
RESPONSIBILITIES

Scheduling

- Scheduling will be handled via Planning Center by Delicia Miller
- Make sure your contact information and block out dates are up to date to help with proper scheduling

Sunday Morning

- Arrive 5-10 minutes prior to the children arriving (directly after worship)
- Make sure room is organized and safe for children
- Have music playing in the room before families arrive
- Instruct any helpers as needed
- Greet families as they arrive to drop off their child
- Make sure each child is checked into the Planning Center Check-In system and is wearing a registered name label
- Help settle children as needed
- Help children find a place to play at one of the activity centers
- Play and interact with all children
- Tell the Bible story with children
- Request to see parent/guardian labels and making sure they match with the child's label before releasing them from the classroom.
- Check-out children from Planning Center Check-In system



 Understand and follow CLC's plan to protect and abuse prevention policies

Outside of A Sunday Morning

- Attend children's ministry meetings, workshops and training
- Attend and participate in children's ministry events

GENERAL EXPECTATIONS

- Maintain personal spiritual development through Bible reading, prayer and Christian community.
- Endorse and support the church, its leaders and its mission
- Exercise discernment and wise judgement
- Demonstrate a positive and friendly attitude with children, parents and children's ministry team members
- 18 years old + needs to be a partner at CLC