

Childcare Worker MINISTRY DESCRIPTION

ST. MATTHEW LUTHERAN CHURCH
Walled Lake and Wixom, Michigan

I. PURPOSE:

In response to Christ's love, with the Spirit's help, according to the Father's will and for God's glory, a Childcare Worker will work with the Minister of Youth and other staff to develop and maintain an ongoing, Christ-centered ministry to members of St. Matthew and will lead and enable St. Matthew Lutheran Church to faithfully fulfill her mission to make disciples who share Jesus with others.

II. RESPONSIBILITIES:

A Childcare Worker, with advisement and supervision of the Minister of Youth and IM Child Care Coordinator, will assume responsibility for the children in the Childcare ministry as it relates to the “pass on the passion for Jesus to the next generation” core values (see attached list of core values) and ministries. More specifically this includes:

A. Pass on the Passion for Jesus to the Next Generation: Overall Responsibility

- a. Working closely with the Minister of Youth and IM Child Care Coordinator in discerning and casting God's vision for the attraction, connection and transformation of children and their families, so that they may be equipped to bear spiritual fruit.
2. Working closely with the “Children’s Ministry”, “Adult Bible Classes”, “Life Basics”, and other ministries within the congregation to fulfill the needs of our St. Matthew congregation by providing strategic, coordinated, age-appropriate care through the Childcare ministry, while prioritizing a saving faith for all children (member and non-member) entrusted to our care.

B. Childcare Ministry

1. Work closely with the Minister of Youth and IM Child Care Coordinator to help provide a growing, dynamic, Christ-centered, relationally based Childcare ministry to children and their families (member and non-member) at St. Matthew’s Walled Lake campus, specifically from birth to age three.
2. Provide a welcoming atmosphere while caring for children and radiating the love of Jesus.
3. Maintain a safe, clean, engaging Childcare environment for the children and their families.
4. Meet regularly with other Childcare Workers, the Minister of Youth, and other St. Matthew staff to assess ministry effectiveness.

5. Provide age-appropriate, Christ-centered activities and instruction as directed by the Minister of Youth to encourage a saving relationship with Jesus for each child entrusted to our care.
6. Prepare and execute activities as instructed by the Minister of Youth.
7. Participate in Ministry Work Teams, as requested.
8. Performing other duties as may be assigned.

III. SUPERVISION AND BENEFITS

- A. A Childcare Worker reports directly to and is under the authority of the Minister of Youth and/or IM Child Care Coordinator.
- B. A Childcare Worker is a part-time staff position with varying hours.
- C. A Childcare Worker's salary is determined by the approved "Salary Guidelines" of St. Matthew.
- D. A Childcare Worker is subject to the conditions of employment outlined in St. Matthew Lutheran Church's "Congregational Personnel Manual."

Date: _____

Signature of:
Nursery Worker _____

Signature of:
Church Representative _____

Approved by Children's Ministry: 9/2013
Revised November 2018
Revised January 2025

Mission Statement

St. Matthew Lutheran Church exists to make disciples who share Jesus with others.

Core Values

God has called St. Matthew Lutheran Church to:

1. **Believe** in Jesus as the only Savior
(John 14:6; Acts 4:10-12)
2. **Live** as a Bible-based and Spirit-led people
(John 16:13; 2 Timothy 3:16-17; Acts 2:38-39)
3. **Worship** God together
(Colossians 3:16; Hebrews 10:24-25)
4. **Share** the love of Jesus
(Matthew 28:18-20; Acts 1:8)
5. **Grow** closer to and more like Jesus
(Romans 12:1-2; Titus 2:11-14)
6. **Serve** God with our gifts
(Romans 12:4-8; 1 Timothy 6:17-19)
7. **Love** one another in caring communities
(1 Corinthians 13; Ephesians 4:15-16)
8. **Pass** Jesus on to the next generation
(Deuteronomy 6:6-9; Proverbs 22:6)

St. Matthew Lutheran Church Staff Values

One

Lead a spiritually surrendered life

Moved by God's love in Christ, bring the gift of a self that is teachable and yielded to the Holy Spirit. Approach your work and your life with Spirit-controlled hearts.

1 Tim.4:7; 2 Cor.5:14-15; Rom.8:5-6; 1 Cor.4:1-2

Two

Maintain an infectious, optimistic, and enthusiastic attitude

Ask the people with whom you work, "What can I do to help you?" Expect to be a team player who has the best interests of the team at heart.

Deut.20:8; 1 Thess.5:11; Phil.2:1-5

Three

Engage coworkers in honest communication

Let's not allow things to go underground. Conflict

resolution and meaningful communication must take place in an environment of openness and truth telling with courtesy and sensitivity.
Eph.4:25, 29

Four

Approach your work with intensity

Maintain a fervent and dedicated spirit that perseveres in the midst of difficulty.
Put your hand to the plow and don't look back!
Do all you can heartily and serve the Lord with fortitude.
Col.3:23-24; Phil.3:13-14

Five

Honor and value volunteers

Motivate and encourage the lay people around you by giving them words of encouragement and appreciation whenever you have an opportunity.
Write the note, make the call, give the gift that says,
"You and your ministry matter to God!"
1 Pet.2:17; Phil.1:3-6

Six

Keep one eye on eternity

Don't lose the big picture and God's ultimate desire and plan for the world, the church, your life and your ministry. Remember why you're in this.
1 Cor.15:58; Jer.29:11; Acts 20:24

Seven

Get on your knees

Pray for God's supernatural intervention in the life of this church, your family, your ministry and your personal walk with Jesus.
Humble yourself before God and expect Him to do great things as you seek to serve Him with all your might.
1 Thess.5:17; 1 Pet.5:6-7; Matt.21:21-22