

## **Miami Valley Unitarian Universalist Childcare Provider Job Announcement**

Do you enjoy working with children? Are you interested in making some additional income? Do you have availability on nights and weekends? Miami Valley Unitarian Universalist Fellowship (**MVUUF**) is seeking caring, compassionate individuals to assist as Childcare Providers! MVUUF is seeking YOU!

### **Job Title: Childcare Provider**

Category: Non-profit/Church      Denomination: Unitarian Universalist      Church Size: 100-200

Position Open: July 25, 2016 – continually accepting applications

Status/Job Type: Hourly (Childcare providers 18 years of age and older, with childcare experience or under 18 who have completed the American Red Cross babysitter's course are paid \$10/hour starting rate. Childcare providers under 18 who have not completed the course are paid \$8/hour.)

### **Overview**

The Childcare Provider reports directly to Position reports to the MVUUF Director of Religious Education. The Childcare Provider provides safe, nurturing, and consistent care for children ages 0-12 at the Fellowship. Times may be arranged by mutual agreement with the Director of Religious Education or Congregational Coordinator as needed (including during church activities held on nights and during the weekends).

### **Duties:**

- Supervise all children left in their care at the Fellowship, providing a safe and nurturing environment.
- Monitor conditions (e.g. playground, classroom) for safety and cleanliness.
- Maintain records (i.e. attendance, visitor registration) as requested.
- Other duties as assigned by the Director of Religious Education or Congregational Coordinator

### **Desired qualifications:**

- Enjoyment of and desire to work with children and youth
- Ability to work in a team and independently, and with minimal supervision
- Strong interpersonal skills, including responsiveness to the needs and concerns of participants and parents
- Ability to manage concurrent multiple priorities (requires analytical thinking, problem-solving, and attention to detail)
- Ability to provide effective feedback to the Religious Educator.
- Sympathy with the mission, principles, and tenets of the Miami Valley Unitarian Universalist Fellowship

### **How to Apply:**

MVUUF is an equal opportunity employer, strongly supporting people with disabilities, people of color, Hispanic/Latino, and LGBTQQ people. Please send the attached application via email, with "Childcare Provider" in the subject line, to [jennief@mvuuf.org](mailto:jennief@mvuuf.org) or via regular mail to Office Administrator, MVUUF, 8690 Yankee Street, Dayton, OH 45458. Please note "Childcare Provider" on the outside of the envelope. Applicants will be notified of next steps in the selection process upon the receipt of the application.

## MVUUF Childcare Provider Application

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone (home) \_\_\_\_\_ Phone (cell) \_\_\_\_\_

Email Address: \_\_\_\_\_

Occupation: \_\_\_\_\_ Employer: \_\_\_\_\_

Previous childcare experience: \_\_\_\_\_

Special skills: \_\_\_\_\_

What qualities do you have that would help you in working with children/youth? \_\_\_\_\_

\_\_\_\_\_

Please mark ALL that apply:

\_\_\_\_\_ I have completed the American Red Cross Babysitting Course

\_\_\_\_\_ I am trained in infant/child CPR

\_\_\_\_\_ I am trained in first aid

\_\_\_\_\_ I have Early Education training

\_\_\_\_\_ I have other applicable training/certifications listed below

\_\_\_\_\_

Have you ever been charged, convicted of, or pled guilty to a crime, either a misdemeanor or a felony (included but not limited to drug-related charges, child abuse, or other crimes of violence, theft, or motor vehicle violations)?

[ ] yes [ ] no

If "yes," please explain fully: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please list your general availability: \_\_\_\_\_

\_\_\_\_\_

**References:** Please list three personal references (people NOT related to you by blood or marriage) and provide a complete address and phone information for each. References are confidential.

1. Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_ Years Known: \_\_\_\_\_

2. Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_ Years Known: \_\_\_\_\_

3. Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_ Years Known: \_\_\_\_\_

ALL employees and volunteers, 18 years and older, who will be working with children/youth must be background checked. A copy of the Applicant's driver's license is also needed when submitting the Application.

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signature

date