



<b>Title: Childcare Team Member</b>	<b>Prep/Revised Date: January 2026</b>
<b>Reports To: Children's Director</b>	<b>Direct Reports: N/A</b>
<b>FLSA /Hours: Non-Exempt / Part-time</b>	<b>Campus: Fort Collins</b>

### Summary

To provide nurturing, safe, and secure care to our TimberKids, infants to 5th grade. Ministry responsibilities include leading children in activity, worship, story, and craft, playing with the children or directing their play, reading to them, praying with children, exhibiting patience and love, and presenting the lesson and theme in words the child can understand.

### Duties & Responsibilities

- Responsible for age-appropriate care which includes feeding, changing diapers, holding, sitting with, and cheerfully interacting with children through activity, worship, games, stories, crafts, and play.
- Provide for emotional, physical, and social needs of children while they are in Early Childhood.
- Help children transition during drop off to encourage a smooth transition to the classroom.
- Interact with all children and positively encourage their involvement in activities.
- Be polite, friendly, and courteous to all children, parents, volunteers, and staff.
- Stay until all children are secured with a responsible adult named on child's registration form.
- Straighten room, clean, and sanitize any used items, toys, and tables before leaving.
- Abide by the Early Childhood Policies and Working with Minors Policies and Procedures.
- Adhere to our No Gossip Policy.
- Communicate in advance to the Early Childhood Director of any absences or changes in availability.

### Skills/Qualifications

- American Heart (AHA) or American Red Cross (ARC) CPR training/certification for infant and child preferred.
- Abide by the Timberline Church Staff Covenants and Employee Handbook.

### Education and/or Experience

- Experience in the care of children with the ability to adapt and interact with a variety of personalities and characteristics.

### Conditions of Employment/Physical Demands

- A satisfactory outcome from a criminal background check.
- Compliance with the Employee Handbook and Timberline Church Staff Covenants.
- Attend Staff Chapel (Part-time not required).
- While performing the duties of this job, the employee is required to stand, walk, sit, use hands, operate tools or controls, reach with hands and arms, talk, hear, and see.
- In the spirit of continuous improvement and serving one another, you may be asked to assist with interim duties or other duties as assigned.

**To Apply: Click the link below to complete the job application. Please upload your cover letter and resume with the application. We will contact you for next steps.**

*Please Note: you must submit all requested items to be considered for employment. **You do not need to complete the S.H.A.P.E Assessment unless specifically asked.***

Position Details: Part-Time.

Hours: 3-10 hours per week, depending on weekly need. Days of week vary depending on events & services.

Compensation: Non-exempt. \$15.16 per hour.

Benefits Include: Paid sick leave.

**[CLICK HERE TO APPLY](#)**