



Position Description for

Nursery & Preschool Associate

Here at North Heights our vision is to Find Faith, Discover Purpose, Live Eternal Significance.

Led by the Holy Spirit, North Heights engages all people to find faith in Jesus, discover their God-given purpose and equip them to lead lives of eternal significance.

We are looking for staff to join us in this vision.

Title: Nursery & Preschool Associate

Reports to: Kids Ministry Coordinator

Employment Status: Non-Exempt

Summary of Position: The Nursery & Preschool Associate is responsible for developing dependable, safe, secure and loving environments to our youngest kids, ages 6 weeks–5 years.

- Proven leadership evidenced interpersonally, within organizational dynamics, as well as the ability to lead and disciple volunteer leaders
- Competence in caring for kids, birth–5 years, with the ability to adapt, interact and learn in the midst of variety of personalities
- Faithful involvement within the life of North Heights Lutheran Church

Duties & Areas of Responsibility:

- Adhere to staff core values
- Adheres to the Constitution and Bylaws of North Heights
- Establish and manage measurable quarterly goals that are in alignment with our Vision
- Create cheerful, clean, safe and age-appropriate environments
- Give leadership to recruiting, training and equipping volunteer leaders
- Build a loving, Spirit-filled ministry in order to show our youngest that they are loved, valued and safe
- Continue development of celebration for each phase in a kid's life
- Develop, teach, lead, shepherd and disciple volunteer leaders

- Cleaning of toys, rooms and keeping up-to-date with safety codes.
- Strategize, along with the Family Ministry Team, how to embrace their physical needs, experience God's love and meet God's family, all within a friendly, safe and clean environment
- Required to step in and care for nursery and preschool kids when needed
- Performs other duties as assigned that further the vision of North Heights

Knowledge, Skills & Abilities Required:

- Belief that Jesus is the one and only Son of God and the only name that can save a human being. Be filled with the Holy Spirit and demonstrate the use of spiritual gifts
- A passion for God evidenced over time in a life of expressed worship, personal devotion and prayer, disciplined study and sacrificial service
- A heart of a servant leader. Following Jesus' example, we are here to serve not to be served
- A willingness to be a team player realizing that ministry is not done alone
- An ability to discover, strategically implement and teach biblical truth
- A track record of enthusiastic and resourceful ministry practice
- An exhibition of consistently moral behavior
- Faithful involvement within the life of North Heights Lutheran Church
- An ability to translate North Height's Vision: Led by the Holy Spirit, North Heights engages all people to find faith in Jesus, discover their God-given purpose and equip them to lead lives of eternal significance
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