

JOB DESCRIPTION: CHILD CARE WORKER (LAKELAND SHELTER)

Department:	Campus Care
Reports To:	Director of Campus Care
Recruited By:	Director of Campus Care
Approved By:	Executive Director of Campus Care
Organizational Unit:	Lakeland
Status:	Part-time/Full-time
Classification:	Non-Exempt

JOB SUMMARY

To maintain supervision and care for children and youth placed in the Emergency Shelter and provide a safe and structured environment.

ESSENTIAL DUTIES AND FUNCTIONS

- To cooperate as a team member, always seeking the best interest of each child/youth in care and working as a team member with other staff.
- To assure the safety, well-being, educational, social and spiritual growth of each child/youth.
- To maintain a sense of order in the shelter by enforcing and supporting the policies of FBCH|OMC.
- To supervise and offer guidance to children/youth in daily activities including chores and study time.
- To interact positively and appropriately with children/youth, offering emotional support and encouragement.
- To serve as a positive, Christian role model and to teach appropriate social skills, including public behavior, table manners and hygiene.
- To encourage spiritual growth and awareness through daily devotions, prayer at meals and church attendance.
- To adhere to and actively participate in all scheduled activities (including recreation) and to encourage children/youth to do the same.

MINIMUM QUALIFICATIONS

- Have at minimum a high school diploma or a GED, advanced education preferred.
- Experience with children and youth preferred.
- Be at least twenty-one (21) years of age.
- Has the ability to establish positive relationships with children, youth and adults.

KNOWLEDGE, SKILLS, ABILITIES AND OTHER CHARACTERISTICS

- Possess sensitivity to the cultural differences that are present among the organization's service population and staff.
- Has an ability to work in partnership with other members in a team approach.
- Demonstrates good verbal and written skills.
- Has an ability to manage time, set priorities and to organize and follow structured routines.
- Meets all of the employment qualifications as outlined in the Personnel Policies and Procedures Manual.
- Maintain current Florida Driver's license with safe driving record (4 points or less).
- Maintain current vehicle insurance (if applicable).

SPIRITUAL QUALIFICATIONS

- Must have had a personal conversion experience with Jesus Christ and been scripturally baptized.
- Must have a sense of commitment to ministry through vocation.
- Possess a sincere desire to seek God and His kingdom.
- Demonstrate personal and devotional habits and practices such as Bible study, prayer and daily meditation.
- Accept the Baptist Faith and Message Statement (2000). Be familiar with the general theological beliefs of Southern Baptists.
- Be a member of a New Testament, evangelical Church in the local community and attend regularly.
- Engage in witness activities as a normal part of life.



Florida Baptist Children's Homes/One More Child is an equal opportunity employer.

PHYSICAL DEMANDS

These physical requirements are not exhaustive and FBCH may add additional job-related physical demands to these if the need arises. Corrective devices may be used to meet these physical requirements.

While performing the duties of this job, physical demands the employee will regularly encounter include climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking hearing and repetitive motions.

This job requires the ability to work in stressful conditions from time to time and remain focused for extended periods of time. The ability to lift up to 30 pounds (boxes, documents, and equipment).

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The worker is subject to both environmental conditions. Activities occur inside and outside.

I understand this job description is not intended to be an "all-inclusive" list of the requirements of this position, but to describe the general nature of the job and a reasonable representation of its activities. I also understand that additional related responsibilities may be identified by the company and listed as such in my performance appraisal.

Print Name: _____ Signed: _____ Dated: _____