

Nursery and Toddler Coordinator POSITION
Immediate Opening
First Presbyterian Church of Bellingham, Washington

First Presbyterian Church is seeking a godly and gifted individual who will provide spiritual and administrative leadership to our Nursery and Toddler program at FPC. Our church, steeped in a century-old history and located in downtown Bellingham near WWU, is a growing, evangelical body of believers committed to making disciples of Jesus Christ, beginning with our precious children.

Position Requirements:

- Personal commitment to Jesus Christ and His church.
- Spiritual maturity and emotional stability; able to model a positive attitude.
- Knowledge of baby and toddler characteristics.
- Experience in a children's ministry environment.
- Ability to organize, promote and develop the nursery and toddler programs.
- Ability to get along well with people, using discretion when dealing with volunteers and parents.

Position Responsibilities:

- Oversee Childcare Center on Sundays.
- Oversee use of the baby and toddler rooms including creating an appropriate nursery environment.
- Monitor expenditures.
- Schedule volunteers for Sunday mornings and other special events.

Hours and Salary:

Currently, the position of Nursery and Toddler Coordinator is a 6-hour a week position with a salary of \$11 an hour.

To apply for the position, submit the following:

1. A cover letter stating why you are applying and how you are qualified for the position.
2. An updated resume including experience with nursery and/or toddler care.

Submit your resume and cover letter to FPC, Attention Children's Committee, 1031 N. Garden St., Bellingham, WA 98225. If possible, we would prefer an electronic application to tracyi@fpcbellingham.org, subject line: Children's Committee.

If you would like a detailed job description, please contact Tracy Imbach at the church office at 734.5510 ext. 12 or e-mail tracyi@fpcbellingham.org

The application deadline is June 15 @ 4:00pm. The position will start the full 6 hours per week on September 1, 2006.