



## NURSERY WORKER APPLICATION

Please complete this application legibly, using blue or black ink or by computer and return in person to the church office or submit it by email to [josh@hillviewchurch.org](mailto:josh@hillviewchurch.org). You may also return it by mail:

*Hillview Baptist Church, Attn: Tami Bohannon, 1974 Jefferson Davis Hwy, Graniteville, SC 29829.*

### **Purpose**

*To provide dependable, safe, secure, and nurturing care to the children in a clean environment at Hillview Baptist Church (HBC), exhibiting Christ-like patience and love to children, parents and others.*

**Name** (First/Last): \_\_\_\_\_

**Address** \_\_\_\_\_  
\_\_\_\_\_

**Phone** \_\_\_\_\_ **Email** \_\_\_\_\_

**Do you have transportation to and from work?** \_\_\_\_\_

**List your childcare experience**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Do you have CPR, First Aid, or other certifications? If yes, please explain.**

\_\_\_\_\_  
\_\_\_\_\_

**Please list two references (name & phone) that we may contact on your behalf**

1. \_\_\_\_\_  
\_\_\_\_\_
2. \_\_\_\_\_  
\_\_\_\_\_

**Are you a Christian? If yes, what year did you begin following Jesus?**

\_\_\_\_\_

**Are you currently a member of a local church? If yes, where?**

\_\_\_\_\_

**Do you agree to abide by Hillview Baptist Church's Statement of Faith as provided?** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **Statement of Faith - Taken from Church Constitution & Bylaws as Adopted in January 2019.**

### **ARTICLE IV – STATEMENT OF FAITH AND BIBLICAL AUTHORITY**

The Holy Bible is the inspired word of God and is the basis for any statement of faith. The church subscribes to the doctrinal statement of “The Baptist Faith and Message” as adopted by the Southern Baptist Convention, June 2000. We band ourselves together as a body of baptized believers in Jesus Christ who are personally committed to sharing the good news of salvation to lost mankind. The ordinances of the church are baptism and the Lord’s Supper.

This statement of faith does not exhaust the extent of our faith. The Bible is the inspired, infallible and inerrant Word of God, the final authority concerning truth, morality and the proper conduct of mankind and the sole and final source of all that we believe.

### **ARTICLE VII – STATEMENT ON MARRIAGE AND SEXUALITY**

We believe that the term 'marriage' has only one meaning and that is marriage sanctioned by God which joins one man and one woman in a single, exclusive union, as delineated in Scripture.

We believe that God intends sexual intimacy to only occur between one man and one woman who are married to each other. We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between one man and one woman.

We believe that any form of sexual immorality, such as adultery, fornication, homosexuality, bisexual conduct, bestiality, incest, pornography or any attempt to change one's sex, or disagreement with one's biological sex is sinful and offensive to God.

We believe that in order to preserve the function and integrity of the church as the local Body of Christ and to provide a biblical role model to the church members and the community, it is imperative that all persons employed by the church in any capacity, or who serve as volunteers, should agree and abide by this Statement on Marriage and Sexuality and conduct themselves accordingly.

Because we believe in the biblical teaching that marriage is between one man and one woman, marriages outside those parameters will not be performed by church ministers or on church property.

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ.

We believe that every person must be afforded compassion, love, kindness, respect and dignity. Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with scripture nor the doctrines of the church.

***(Genesis 1:27-28; Genesis 2:18-25; Exodus 20:14; Matthew 19:3-12; Romans 1:26-27; 1Corinthians 6:9-20; Ephesians 5:22-33; Hebrews 13:4).***



# Hillview

## BAPTIST CHURCH

1974 Jefferson Davis Highway ♦ Graniteville, SC 29829  
803.593.5125 ♦ church@hillviewchurch.org

### BACKGROUND CHECK INFORMATION

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle \_\_\_\_\_  
Please list other names used: \_\_\_\_\_  
Home Address: \_\_\_\_\_  
City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
SSN \_\_\_\_\_ DOB \_\_\_\_\_ Gender \_\_\_\_\_

In connection with your employment with Hillview Baptist Church, notice is hereby given that a consumer report and/or criminal consumer report may be obtained from a consumer reporting agency for employment purposes. These reports may contain information about your character, general reputation, personal characteristics and mode of living, whichever are applicable. They may involve personal interviews with sources such as your neighbors, friends or associates. The reports may also contain information about you relating to your criminal history, credit history, driving and/or motor vehicle records, education, or employment history, or other background checks.

You have the right, upon written request made within a reasonable time after the receipt of this notice, to request disclosure of the nature and scope of any criminal report prepared by contacting the church and Protect My Ministry 14499 N. Dale Mabry Hwy., Suite 201 South, Tampa, FL 33618; Phone: 1-800-319-5581. For information about Protect My Ministry's privacy practices, see [www.protectmyministry.com](http://www.protectmyministry.com). The scope of this notice and below authorization is not limited to the present and, if you are hired, will continue throughout the course of your employment and allow Hillview Baptist Church to conduct future screenings for retention, promotion or reassignment, as permitted by law and unless revoked by you in writing.

### ACKNOWLEDGEMENT AND AUTHORIZATION

By signing below I hereby authorize the obtaining of consumer reports and/or criminal reports by Hillview Baptist Church at any time after receipt of this authorization and throughout the course of my employment, if applicable.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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



## **NURSERY WORKER JOB DESCRIPTION**

And Jesus took a child and put him in the midst of them, and taking him in his arms, he said to them, "Whoever receives one such child in my name receives me, and whoever receives me, receives not me but him who sent me" (Mark 9:36-37).

### **Purpose**

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*To provide dependable, safe, secure, and nurturing care to the children in a clean environment at Hillview Baptist Church (HBC), exhibiting Christ-like patience and love to children, parents and others.*

### **SERVICE EXPECTATIONS**

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- Arrive at your room on time.
- If unforeseen circumstances cause you to run behind, notify the Nursery Coordinator.
- Communicate in advance to the nursery team: 1) any planned absences with a two week notice, or 2) any unplanned absences at least two hours prior to your shift.
- Be polite, friendly, and courteous to all children, parents, and volunteers.
- Familiarize yourself with any food allergies or special directions given by parents as children arrive to your room.
- Keep the children in their room until their parents come to pick them up.
- Clean/wipe down toys and surfaces and organize the room after the children leave.
- Report any concerns or ideas for improvement to Nursery Coordinator or Youth & Children Pastor.
- Phone use is HIGHLY discouraged. When in the nursery with children, please use that time to play with them, read books to them, and keep them engaged.

### **QUALIFICATIONS**

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- Consent to and satisfactory complete a criminal background check and HBC paperwork.
- Must adhere to the Hillview Baptist Church Children's Policy guidelines.
- Be of good moral character.
- Satisfactory completion of CPR training for infants and children.

### **AT WILL EMPLOYMENT**

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- Employment with Hillview Baptist Church is voluntarily entered into; you, as an employee, are free to resign at anytime, with or without cause. The same provisions are provided to Hillview as employer; and employment may be terminated at anytime, with or without cause.

*I have read the job description for Nursery Caregiver/Worker and understand these responsibilities. My signature below indicate my agreement to abide by the content of this document:*

NAME: (sign) \_\_\_\_\_ DATE: \_\_\_\_\_

NAME: (print) \_\_\_\_\_

## **CHILDREN'S MINISTRY POLICY**

### **Purpose**

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*The Children's Ministry of Hillview Baptist Church exists to assist parents and guardians in providing spiritual formation through age-appropriate biblical teaching, reinforcement, and activities. The Children's Ministry aims to provide a safe, secure, and structured environment to which parents can confidently entrust their children while participating in adult ministries. The ministry is divided into two categories: Nursery and K-6th Grade.*

### **AGES**

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- The nursery provides care from birth to four years old.
- The nursery provides separate spaces for infant care and toddlers.
- KidzJam is provided for 5K - 5th Grade kids on Sunday Evenings from 5-6:15pm. KidzView Worship meets each Sunday morning, except the 1st Sunday of each month, during the 10:30am worship service.

### **SAFETY**

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- All volunteers in direct contact with minors must pass a multi-state background check.
- No less than two volunteers will be present in the nursery at all times.
- All beds, rockers, and other items in the nursery are OSHA approved.
- At times when the congregation is meeting in the sanctuary, all exterior doors leading to the educational wing/daycare, fellowship hall, and office will remain locked. A member of the Security Team will be on duty.

### **REGISTRATION**

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- All children and parents must complete the nursery registration form.
- Children may only be picked up by persons listed on the nursery registration form.

### **WORKER QUALIFICATIONS**

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- All Children's Ministry volunteers must participate in Child Safety Orientation, at which point the guidelines of the Children's Ministry Policy will be clearly explained.
- Of the two volunteers present at any given time, one must have actively attended Hillview Baptist Church for a period of at least six months. After three months of active attendance, a person may volunteer under the watch care of an experienced Children's Ministry volunteer.
- Of the two volunteers present at any given time, one must be a female over the age of 18. Teenagers from 13-18 years of age may serve as helpers.
- Per safety recommendations, close family members are discouraged from volunteering without the presence of a non-family member, i.e., spouses, parent and child, or siblings.

### **REPORTING ABUSE**

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*All volunteers are required by law to report suspected abuse of any kind to local authorities. In such cases, the pastor should be informed and should consult parents concerning suspicions.*