

**Job Description**

**Summary**

Seeking a professional and nurturing nanny to care for a 3-month-old infant in Poquoson, VA. An older sibling aged 2 will attend the local Montessori and minimal care will be required for him unless he is off school.

Ideally seeking a nanny who will be focused on the infant’s development and can include activities that support his/her growth such as reading stories, floor time, gross and fine motor improvement games etc.

The family has two cats.

**A note from the family**

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| **Date posted** | July 5, 2022 |
| **Job Title** | Nanny |
| **Number of children** | 1 – an older brother age 2 will be at full-time Montessori |
| **Ages** | 3 months |
| **Location** | Poquoson, VA |
| **Hours** | Four days a week 7:30am to 4:30pm. Actual days will be confirmed |
| **Total # of hours per week** | 40 approx. |
| **Preferred start date** | January 2023 |
| **Job duration** | Long term |
| **Compensation**  | $20-$25 per hour |
| **Taxes deducted** | Yes |
| **Paid time off** | Yes – 10 days after qualifying period |
| **Pets** | Yes – 2 cats |
| **Parents working from home** | No |
| **Children with special needs** | No |
| **Travel with family required** | No |
| **Nanny car provided** | No |
| **Overnights needed** | No |
| **Duties and Responsibilities*** Always follow the parent’s specific instructions with regards to all aspects of childcare and learn the parent’s style of care.
* Always be attentive to the child’s needs and ensure the infant’s health, well-being and safety is the nanny’s priority always.
* Be positive and have a good working attitude.
* Communicate with the parents daily regarding the infant and her/his needs. Keep a daily log of activities.
* Create a stimulating and nurturing environment for the infant including daily reading, listening to music, floor play, cuddles, and lots of talking to encourage language development
* As the child gets older adapt activities to encourage learning through play
* Prepare bottles and feed the baby, following the schedule set by the parents
* Dress the child appropriately for the weather
* Place the child down for naps
* Change diapers
* Go for daily walks in the neighborhood
* Perform housework related to childcare only, including washing the child’s clothes, cleaning up after meals, tidying play/sleep/eating areas, and washing bottles etc.
* Limit cellphone usage and texting to when the baby is napping and for essential issues only unless there is an emergency.
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| **Skills and qualities required*** A minimum of two to three years childcare experience
* A minimum of one year’s nanny experience within the past three years
* Experience caring for infants under 12 months
* Trustworthy, reliable and honest
* Nurturing, patient and calm with a positive and willing disposition
* Knowledgeable about routines, sleep training, reading, and communicating to baby as often as possible, etc.
* Experienced with play-based learning and creating educational activities
* Physical ability to care for and play with young children including picking up a child, carrying upstairs, able to get up and down off the floor easily, able to run after a toddler.
* Familiar with current trends in infant care
* Certificates in CPR/First Aid
* Must be fully covid, Tdap and Flu vaccinated
* Successful candidate must pass a detailed background check
* Must have clean driving records and be a safe and confident driver
* Legal US resident
* Min. 21 years old
* Non-smoker
* Able to swim

**Desirable but not necessary*** Knowledge of a second language
* Training in early childhood education/development preferred
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