



## First United Methodist Church

314 Lead Ave. SW  
Albuquerque, NM 87102  
505.243.5646  
mail@fumconline.org

### Sundays At First UMC

Contemporary Worship Service	8:30 am	Sanctuary
Sunday School (All Ages)	9:40 am	Classrooms
Traditional Worship Service	11:00 am	Sanctuary
Youth Fellowship & Choir	3:00pm	Rooms 309/214

**Rev. David Okerberg, Senior Pastor**

**Rev. Jeb Archey, Associate Pastor**

9.09

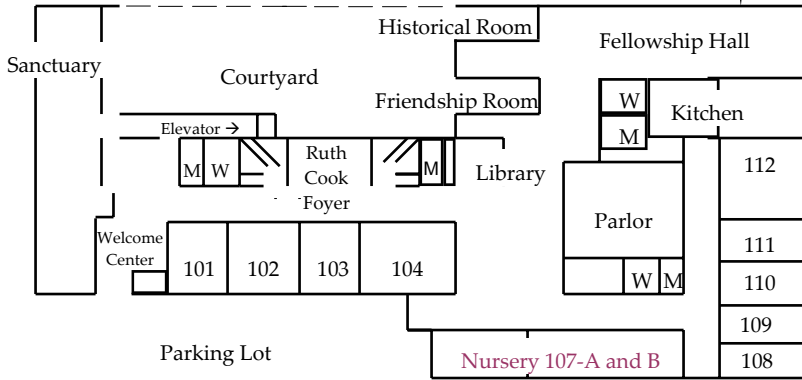




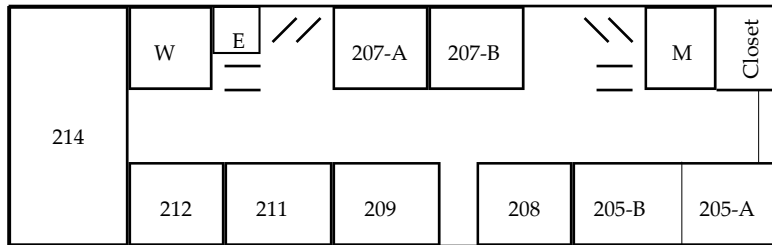
# FIRST UNITED METHODIST CHURCH



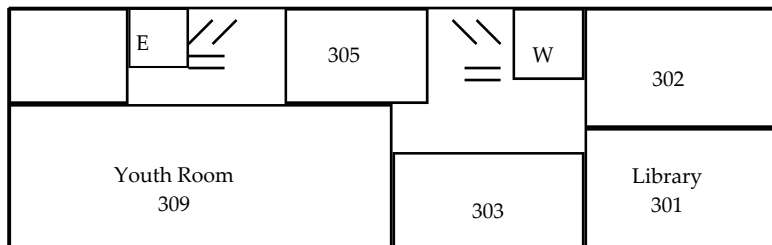
## First Floor



## Second Floor



## Third Floor



# TABLE OF CONTENTS

Our Mission	1
General Info	2
Sign In/Out	2
Dropping Off	3
Picking Up	3
Please Note	4
Tears Happen	4
Feeling Sick	4
What To (and not to) Bring	5
Reporting Structure	5
Staff Directory	6
Map of Building	7

# OUR MISSION

The mission of the First UMC Nursery is to show and teach the love of Jesus through our actions and attitudes to all of the children and their families.

## FIRST UNITED METHODIST CHURCH MISSION STATEMENT

### MISSION:

- Helping all people experience the love of God
- Discipling believers through small group ministry, and
- Relieving suffering in the name of Jesus.

## DIRECTORY

### First United Methodist Church

First UMC phone .....505-243-5646  
 First UMC fax.....505-842-6675  
 First UMC e-mail.....mail@fumconline.org  
 First UMC Web site ..... www.fumconline.org

### Pastoral Staff

Rev. David Okerberg, Senior Pastor ..... 505-243-5646, ext. 14  
 ..... dokerberg@fumconline.org  
 Rev. Jeb Archey, Associate Pastor ..... 505-243-5646, ext. 13  
 ..... jarchey@fumconline.org

### Administrative Staff

Assistant Music Director, Lissa Clark ..... 505-243-5646, ext. 18  
 ..... lissac@fumconline.org  
 Assistant Music Director, Becky Talbott..... 505-243-5646, ext. 15  
 ..... rtalbott@fumconline.org  
 Business Manager, Ava R. Williamson..... 505-243-5646, ext. 10  
 ..... arwilliamson@fumconline.org  
 Church Accountant, Jeannie Corley ..... 505-243-5646, ext. 20  
 ..... finance@fumconline.org  
 Dir. of Children & Family Ministries, Spring Hill Edwards..... 505-243-5646, ext. 24  
 ..... cnf@fumconline.org  
 Music Director and Organist, John Clark..... 505-243-5646, ext. 17  
 ..... jclark@fumconline.org  
 Nursery Supervisor, Lindsey Selva..... 505-243-5646, ext. 19  
 ..... liselva1@yahoo.com  
 Office Assistant, Valerie Begay ..... 505-243-5646, ext. 12  
 ..... officeassist@fumconline.org  
 Publications Coordinator, Mindy Archey ..... 505-243-5646, ext. 25  
 ..... publications@fumconline.org  
 Wesley Kids Director, Julia Devine ..... 505-247-2404  
 ..... juliad@fumconline.org

## WHAT TO (AND NOT TO) BRING

- Remember the necessary supplies, diapers, wipes, change of clothes, and formula. If your children have allergies you may need to bring substitute snacks. **The nursery does not allow popcorn, peanuts, or nuts.**
- All belongings need to be labeled with first and last names. We are not responsible for lost or misplaced items.
- Snacks are provided to your child along with apple juice and water. Check with the Nursery Staff on the policy of bringing a meal into the nursery for your child(ren). In most cases you are asked to feed your child(ren) before bringing them to the nursery.
- Weather permitting, and at the discretion of the Nursery Staff, your child will be playing outside. Please make sure they have jackets, etc for the outdoors.

## REPORTING STRUCTURE

Nursery Supervisor: Lindsey Selva

Business Manager: Ava R. Williamson

Senior Pastor: Rev. David Okerberg

Thank you for allowing us to be a part of your family. If you have questions, please give us a call.  
Thank you.

## GENERAL INFO

On Sundays the nursery is available to children ages 0 – 8 years during the worship services and Sunday school. The First UMC Nursery also gladly welcomes children/teenagers with special needs (regardless of age). Please speak to the Nursery Supervisor about how we can be here for your family. The nursery is also available to children of all ages for First UMC meetings, events, and activities that have been arranged with the church Business Manager.

## SIGN IN/OUT

The Parent/Guardian must sign in their child(ren) and take a pager. The pager must be turned in when the child(ren) are signed out. The Nursery staff is not familiar with all the members and their friends and relatives and for the safety of your child he/she will only be released to the responsible adult who signed them in. If another person needs to pick up your child please indicate on the sign-in sheet. The staff does have the right to ask for a state issued photo ID and/or request the person who signed in the child to do the pick up.

We cannot take the friends of your children, unless their parents are participating in the church event and are here to sign in their child(ren).

**and you have your assigned pager.**

## **DROPPING OFF**

When you bring your child to the nursery:

- Sign in and take a pager. Note the pager # on the sign-in sheet.
- Complete all sections of the sign-in sheet.
- Turn on the pager. (*Hold down button until it beeps and then press button again.*)
- Children are not allowed to escort themselves to the nursery and wait outside the gate for your arrival to sign them in
- Please don't come down and peek in on your child(ren) or stand at the gate, it upsets them and the other children.

## **PICKING UP**

When picking up your child from the nursery:

- Have the pager with you.
- Sign your child(ren) out and put the pager in it's box.
- Please don't allow older siblings to arrive before you do, it can upset the child(ren) waiting to be picked up.

**The Sunday school teachers (Preschool – 2<sup>nd</sup> grade) can bring the children back to the nursery only if the child is already checked into the nursery**

## **PLEASE NOTE**

If you need to talk with someone on the Nursery Staff please ask them to come out of the room so your child(ren) doesn't see you.

## **TEARS HAPPEN**

Children may cry when left for the first time or two. Be assured the Nursery Staff will comfort them but if they remain upset and cry for more than fifteen (15) minutes the parent will be paged to come pick them up.

## **FEELING SICK**

Sick children cannot stay in the nursery. The main objective of the staff is to protect the children and employees. Children who are feverish, have diarrhea, or appear lethargic need to stay home.