

roles, duties + expectations

Short-term / Seasonal Nanny		Temporary · Child-focused
✓	Supervise & entertain children	Bedtime & nap routines
✓	Snacks & simple meals for kids	Age-appropriate activities
✓	School or activity pickup	
✓	Light tidy of kids' spaces	
✓	Basic first aid	
✓	Limit screen & device time	

Nanny	Long-term · Child-focused	
✓	Full daily childcare	
✓	Dressing & bathing children	
✓	Nutritious meals, snacks & bottles	
✓	Children's laundry	
✓	School runs & transport	
✓	Homework support	
✓	Sleep training & routines	
✓	Developmental milestone tracking	
✓	Playgroups & social activities	
✓	Foster independence	
✓	Administer medications as directed	
✓	Outdoor time & safe exploration	
✓	Nurturing companionship	
✓	Consistent discipline	

Family Assistant*Central role · Logistics & childcare*

✓	Nanny care (as stated above)
✓	Family calendar & scheduling
✓	School & activity coordination
✓	Grocery shopping
✓	Pantry organization
✓	Errands & personal shopping
✓	Meal prep & cooking
✓	Children's & family laundry
✓	Pet care & vet appointments
✓	Appointment scheduling
✓	Post office & mailing
✓	Donation & Goodwill drops
✓	Car maintenance & car wash
✓	Contractor management
✓	Toy & closet organization
✓	Holiday decor
✓	Event & gift planning
✓	Restock household supplies

Household Manager*Supervisory · Executive-level*

✓	Oversee and manage all household staff
✓	Hire, onboard & train household employees
✓	Staff scheduling & performance reviews
✓	Liaison between family and all staff
✓	Manage vendor & contractor relationships
✓	Household budgeting & expense tracking
✓	Property maintenance oversight & management
✓	Family calendar & travel coordination
✓	Inventory & procurement management
✓	Oversee household standards & systems
✓	Emergency & crisis management
✓	Confidentiality & discretion at all times

Household Assistant

Support-level · Home operations

✓	General cleaning & tidying
✓	Family laundry, ironing & folding
✓	Grocery shopping & errands
✓	Meal preparation support
✓	Pet care basics
✓	Supply restocking
✓	Light administrative tasks

Housekeeper

Cleaning-focused · Home standards

✓	Vacuuming & mopping floors
✓	Cleaning bathrooms
✓	Laundry, ironing & linen care
✓	Dishes
✓	Dusting throughout home
✓	Window cleaning
✓	Sanitizing surfaces
✓	Washing walls
✓	Watering plants
✓	Trash collection & bins
✓	Deep cleaning (highchair, car seats, etc.)
✓	Closet & storage organization
✓	Seasonal deep cleans
✓	Restocking supplies

note:



Every family is different, and so is every role. The duties listed in each category are not a checklist of required expectations, but rather a starting point to help identify true needs and thoughtfully design the right role. Some families will find that one role is the perfect fit, while others may benefit from a hybrid of two roles. In those cases, the position is typically titled according to the highest level of responsibility within the role. As a general guideline, the greater the scope of duties and the more specialized the skills required, the higher the hourly rate will reflect that.

role comparison

Role	Primary focus	Childcare level	Household support	Level of ownership	Best for
Short-term / Seasonal Nanny	Temporary coverage	Moderate	Minimal	Low	As-needed care, date nights, summer help, gaps in coverage.
Nanny	Child development & consistency	High	Child-related only	Moderate-High	Families needing reliable, daily childcare and developmental support.
Family Assistant	Hybrid: childcare + logistics	Moderate	Moderate-High	High	Busy families needing help with both kids and day-to-day tasks
Household Assistant	Home support	Low	Moderate	Moderate	Families needing extra hands for upkeep and errands
Household Manager	Home operations & oversight	Low or none	Very high	Very High	High-capacity households needing leadership, systems, and staff/vendor management
Housekeeper	Cleaning & maintenance	None	High (cleaning-focused)	Low-Moderate	Maintaining a clean, organized home environment

