

OVERVIEW

Position Type: Part-time

Reports to: Facilities Supervisor and Facilities Director

Department: Facilities

SUMMARY

To provide a safe, comfortable place to worship our Lord Jesus Christ and a fully functional work environment for the people serving God at LifeBridge Christian Church in the most gracious, efficient, and cost-effective manner possible.

PRIMARY RESPONSIBILITIES

A. Accounts Payable/Deposits

- Setup and teardown of rooms for meetings and events
- Cleaning and housekeeping of auditorium, gym, fellowship center, kitchen, bathrooms, lobbies, common areas, etc.
- Acting as church liaison during some events
- Shoveling snow on sidewalks if needed
- All other duties as assigned by supervisor

EXPECTATIONS AND REQUIREMENTS

- Ability to relate to church members and visitors in a Christian manner.
- Ability to relate and work well with other team members.
- Ability to lift up to 50# and handle heavy tables, stages, and other equipment.
- Ability to push, pull, climb, bend, stoop, grasp, walk frequently.
- Maintain a well-groomed personal appearance.
- Develop proficiency in standards of maintenance and housekeeping.
- Ability to read and understand planograms and written work orders.
- Ability to set up media carts.
- Ability to read, write, and speak English.

SUPPORT

- Evenings and weekends as needed.
- Repairs and maintenance as needed.
- Needs of all ministry groups.