

## **FACILITIES MANAGER**

Reports to: Environments Director  
Exempt // Full-time

### **SUMMARY**

The Facilities Manager will help move the church forward by providing primary execution and support of the daily operations of the facility.

### **WHO YOU ARE**

- Continually growing in your relationship with Jesus.
- Fully supports LifeBridge's statement of beliefs.
- Leads in a way that creates healthy culture and lives out staff values.
- Passionate about Jesus and maintaining a clean, safe, and welcoming facility representative of a church that cares about people.
- High-capacity leader who has the ability to build relationship with anyone, especially those people who more naturally serve in behind-the-scenes capacities.
- Collaborative team player who enjoys working on a team.
- Highly organized and strategic.
- Enjoys working with their hands with experience fixing things.
- Capable with executing the physical demands of the role including, but not limited to: ability to lift at least 50 lbs, able to climb ladders, comfortable working at heights, and able to manipulate the body into tight spaces.
- A driven, self starter who likes to learn and grow and will actively search for solutions to unfamiliar problems.
- Likes to have fun.

### **WHAT YOU DO**

- Have the drive and initiative to maintain outstanding environments used to reach lost people of all ages in Northern Colorado.
- Actively engaged in connecting with and pastoring our guests during our weekend experience, events and every day of the week when guests are present.
- Lead with an ownership mentality throughout the church.
- Lead Facilities staff, making procedures and schedules that most effectively support church activities.
- Lead Facilities staff in a way that is consistent with LifeBridge Leadership, emphasizing a growing relationship with Jesus, healthy priorities and hard work.
- Develop and engage volunteers, giving people an active opportunity to use their gifts to serve in behind-the-scenes capabilities.
- Primarily responsible for supporting the daily operations of the church facility; including leading room setups, tear downs, leading cleaning schedule, and maintaining appropriate stock of cleaning products and restroom supplies.
- Create and follow regular preventative maintenance schedules for equipment and systems.
- Conduct regular and thorough inspections of the building, grounds, and equipment to maintain a safe, welcoming, and outstanding environment.
- Carry out repairs on the building and grounds.
- Ability to select, negotiate, coordinate, and evaluate outside vendors for regular outsourced maintenance and necessary projects and repairs requiring professionals while continually building an excellent relationship between them and the church.
- Has a strong concept of best practices for cleaning and an understanding of the proper application and use of cleaning chemicals and products.
- Available to respond to emergencies at the building and property to communicate and coordinate with emergency services.