

Position Overview

Job Title: Facilities Worker	Team: Facilities
Team Leader (Reports to): Highland Campus Pastor	FLSA Status: Non-Exempt
Job Category: Full-Time	Work Schedule: T-F 9:00am – 5:00pm Sunday 6:00am-2:00pm

The Facilities Worker is responsible for maintaining the cleanliness, safety, and overall upkeep of the church premises. This role assists with setting up for services and events, ensures the property remains organized and welcoming, and supports the smooth operation of all campus activities.

Essential Job Functions

- Clean and sanitize the church premises, including glass windows, floors, restrooms, and common areas.
- Set up and break down equipment, chairs, tables, and decorations for services and events.
- Remove all trash from the church premises and transport it to the appropriate dumpsters.
- Assist with opening or closing the building as needed for various activities.
- Perform light maintenance or report facility issues to the supervisor promptly.

Qualifications

- Strong attention to detail and commitment to maintaining a clean and organized environment.
- Good communication and organizational skills.
- Ability to work independently and as part of a team.
- Education: No formal education requirements.
- Experience: Prior experience in facilities, custodial, or event setup work preferred but not required.

Work Environment

This position is primarily based at the Highland Campus. The role requires physical activity, including lifting to 20 lbs. and working flexible hours for holiday services and special event setups.

Success Measures

Success in this role will be demonstrated by the cleanliness and readiness of the building, the timely completion of assigned tasks, and consistent attendance.

Understanding Our Culture Is Key to Your Long-Term Success

We express gratitude. We believe the best. We walk in humility. We strive for excellence. We lead the way. We show kindness.

NOTE: This job description is a summary of the primary duties and responsibilities of the position. It is not intended to be a comprehensive listing of all duties and responsibilities. The organization reserves the right to change this description at its discretion.