

## **FACILITIES MAINTENANCE**

Spout Springs Church is seeking a proactive, self-starter responsible for the maintenance of our 25k square foot campus. This role is to ensure a safe, functional, and welcoming facility for worship and community use.

### **Primary Responsibilities:**

- Preventative Maintenance (Primary): Perform regular inspections and routine upkeep of HVAC systems (filters/ condensation drains/thermostats), plumbing (toilets/ sinks/ hot water heater), electrical(bulbs/ emergency exit/ backup lighting), doors/ windows (door closures), playground equipment, building exterior (tent fabric)
- First-Level Troubleshooting/ Repair: Diagnose mechanical, electrical, plumbing, etc. issues and exercise judgment to: (a) fix the item, (b) utilize internal church expertise, or (c) coordinate with professional contractors.
- Facility Cleanliness/Readiness: Perform Basic Custodial work (trash removal, operate Floor Scrubber, vacuuming), Some Landscaping + Pressure Washing, etc. Coordinate facility setup and teardown for worship services, special events, and ministry activities.
- Stewardship & Management: Maintain records of repairs, manage a supply inventory, and identify long-term property needs to advise leadership on future improvements. Oversee the cleaning contractor and other external inspections (sprinkler system, Fire Marshal, etc) to ensure high standards of cleanliness and safety. Maintain an inventory of supplies and equipment, ordering replacements as necessary.

### **Key Qualifications & Skills:**

- Technical Aptitude: Demonstrable skill in minor plumbing, electrical, minor HVAC and general "handyman" repairs.
- The "Owner" Mindset: A self-starter who is proactive in identifying tasks that may need facility attention.
- A high school diploma or equivalent is required. Preferable qualifications include at least 3 year of maintenance or related experience (such as a DIY homeowner), knowledge of basic repair techniques, ability to operate maintenance tools, and the ability to lift a minimum of 40 pounds.

### **Work Environment**

The role involves both indoor and outdoor work and requires physical activity like lifting, bending, and standing for extended periods. It may involve handling chemicals or other hazardous materials.

### **Position Details**

- Hours: Part-time, 25 hours per week (Will require some nights and weekend hours)..
- Must be willing to learn to utilize project management software (BaseCamp).
- Will attend weekly individual meetings with a staff point of contact.
- Pay scale: \$16-20 per hour depending on knowledge, skills, and abilities
- Must be willing to submit to a background check.

To apply, please fill out the application here: [APPLY](#)