

Position Description

Position Title: Part-time Maintenance Team Associate
Team: Maintenance Team
Responsible To: Maintenance Team Manager

Position Summary:

To serve on the maintenance team and assist with duties and tasks associated with maintaining the building and grounds of the church in a clean and safe manner. The goal of the maintenance team is to present an excellent "First Impression" to all who come to this facility.

Duties and Responsibilities:

- 1.) General Building Duties**
 - a. General facilities maintenance, as assigned**
 - b. Cleaning of bathrooms, hallways, work areas and classrooms**
 - c. Maintenance of floors—mopping, sweeping, etc.**
 - d. Weekend duties may include duplication of CD's, troubleshooting problems and other needs for Saturday and Sunday worship services.**
- 2.) Grounds**
 - a. Seasonal work as required**
- 3.) Church and School Functions**
 - a. Assist with set-up and tear down as needed**
- 4.) Other Responsibilities**
 - a. Develop a good working relationship with others on maintenance team and with others on Team RiverTree**
 - b. Neat appearance and pleasant attitude**
 - c. Church is a non-smoking facility**
 - d. Maintain a high standard of morals and Christian behavior**

e. All other duties as assigned

X _____ **Date:** _____