



## **Church Custodian Part - Time/Contract**

**Role Overview:** The Church Custodian is responsible for maintaining the cleanliness of the church facilities. This includes ensuring that all areas are presentable and ready for use.

### **Qualifications:**

- Must be 18 years or older.
- Ability to work independently and as part of a team.
- Strong attention to detail.
- Good communication skills.
- Ability to lift and move objects up to 25-30 lbs.
- Flexibility to work the occasional weekend and evening if needed.
- The successful applicant must submit to a criminal history background check if requested.
- Be conscientious and able to work independently (unsupervised).
- Be familiar with custodial equipment.
- Be punctual, trustworthy, and willing to work.
- Must maintain confidentiality with sensitive information.
- Minor repairs may be asked, if the person feels comfortable performing the task (changing light bulbs or other general facility tasks).

### **Physical Demands:**

The Church Custodian must be able to lift and move heavy objects, stand for extended periods of time, and perform repetitive motions. The position may require bending, stooping, and reaching.

### **Working Conditions:**

The Church Custodian will work primarily indoors. The position will require working in areas with cleaning chemicals and disinfectants.

### **General Expectations:**

- Conduct and present themselves in a professional manner.
- Be responsible for the cleanliness of the church campus, ensuring that it is presentable at time of use.
- Custodian reports to Lead Minister.

### **Evaluation and Compensation:**

- The custodian will receive a 90 day evaluation, annual performance evaluation and contract review, all of which will be conducted by the Lead Minister.
- Compensation is reviewed annually.
- This position or contracted employee may be terminated, or contract renewal denied, due to but not limited to:
  - Church finances can not support the position.
  - A deterioration in relationship.
  - Expected job performance is not being met.
- This position is classified as a salaried contracted position. It does not include vacation, sick-leave, or other benefits afforded to full-time personnel.
- Compensation will be provided when additional hours are requested for special events.