



JOURNEY
EST. OF FAITH 1911

JOB DESCRIPTION

Maintenance and Facilities Team Member

Reports to: Campus Manager
Job Type: Full-Time
Membership: Required to be a member or regular attender upon hire

POSITION SUMMARY

As part of a team, this person will work to maintain and repair the church and school campus to ensure both are working efficiently, effectively and smoothly. Under the supervision of the Campus Manager, this position is responsible for daily maintenance projects consisting of but not limited to: plumbing, electrical work, mudding, painting, drywall and construction. The schedule includes mostly weekdays with some weekends, as well as periodic special event support as part of the Maintenance and Facilities team.

PRIMARY QUALIFICATIONS

- Respectful and positive when interacting with staff and churchgoers
- Ability to repair and complete tasks quickly and steadily
- Self-motivated with strong time management skills
- Knowledge of mudding, drywall and painting preferred; knowledge of plumbing & electrical a plus
- Ability to learn quickly and willingness to teach others
- Reliable for consistent attendance
- Able to lift heavy equipment such as tables, chairs, vacuums, trash cans, etc.
- Strong work ethic to support and encourage team mates to work hard together
- Able to build relationships on the team to support each other
- Trustworthy to manage opening and locking up campus at the end of the night
- Regular attender or member of Journey of Faith church upon or near hire date

ESSENTIAL DUTIES, RESPONSIBILITIES AND SKILLS

- Under the direction of the Campus Manager, maintain and repair the day-to-day campus operations including repairs, remodels, maintenance, and installations
- Perform a variety of maintenance/minor repair activities on the interior/exterior areas of the property including, but not limited to, painting, drywall, structural elements, including parking lot and sidewalks, plumbing repairs, clean drain stoppages, interior and exterior lighting including lamp, fuse and ballast replacement.
- Operate a variety of equipment to perform preventative maintenance, minor repairs and maintain cleanliness of property
- Provide security, direction and supervision on campus as needed because this position is on the frontline to people visiting the church and school
- Clean, vacuum, empty trash and restock inventory as needed to support other positions on the team
- Ensure the campus and school are a safe, organized and inviting environment
- Other duties as assigned



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ABOUT JOURNEY OF FAITH

Our Journey began in 1911 with a small group of 30 families wanting to share the love of God in the beach cities of the South Bay. With practical Bible teaching and a heart for service to the community, the congregation grew out of their first two locations in Hermosa Beach. In 1957, the leaders of the church purchased the Manhattan Beach property, and called it, “four acres of faith.” After many years of growth and with the vision of raising up the next generation of Jesus followers, Journey proudly opened the doors to their second campus earlier this year in the neighboring city of Torrance.

We are humbled and honored to have 107 years of history in the South Bay, serving over 3,000 people each Sunday. Journey is a church on a mission, following God’s call for us, and where he wants to lead us next. We are looking for team members who want to be part of this mission.

Journey of Faith’s mission statement: *To bring glory to God by loving God, loving people and making disciples.*

NOTE

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbents will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum