



Position: Facility Team Member

Location: Maumee

Purpose of Role: The excellence of Cornerstone Church reflects our excellent God. The Facility Team Member plays a key role in the maintenance, upkeep, and appearance of our facility.

Reports To: Facility Manager

Primary Responsibilities:

- Personally inspect property and facilities on a regular basis for upkeep
- Ensure all maintenance and repair work is being done properly, safely and in a timely manner including but not limited to: Parking Lot, Interior, Exterior, Roofing, Carpentry, Cement, Stucco, etc.
- Assist with setup and teardown activities for church functions
- Lawn & Landscape Maintenance, Snow Removal
- Setup and teardown activities for church functions

Additional Responsibilities:

- Attend meetings and seminars as requested by leadership

Skills and Attributes:

- Belief: Adheres to the beliefs and culture of Cornerstone Church
- Maintenance: Minimum of 1+ years experience in related field
- Problem Solving: Ability to see an issue and create solutions individually and as a part of a brainstorming process
- Adaptability: Willingness to work flexible days and hours as the need arises
- Management: The ability to lead others and oneself, particularly in time management, project management and asset management
- Interpersonal Skills: Ability to lead staff and volunteer teams, collaborate with peer team leads, work through conflict resolution as required and communicate with supervisors
- Execution: Strong ability to complete tasks assigned in a timely manner
- Capacity: High energy and desire to take on new projects and new areas of knowledge

Other duties as assigned
Updated: 08/16/2022