

JOB DESCRIPTION

Position: Facilities Technician

Location: Lees Summit Campus

Classification: Full-time (40 Hours) / Non-Exempt

Reports to: Facilities Manager

Post Date: 12/2/21

Overview

The Facilities Technician is responsible for various duties associated with the maintaining and keeping of Abundant Life properties in excellent shape in terms of visual appeal, functionality, and safety. In addition, this position handles setup and ministry support for weekly and special events. Overall, the Facilities Technician should expect a 60/40 split between building/grounds maintenance and ministry support. A diverse skill set is imperative to assess and resolve minor issues that arise with mechanical, electrical, plumbing, housekeeping, architectural repair, and maintenance of all buildings, equipment and grounds. This position will work closely with the Facilities Lead and Facilities Director. Licensed professionals will be contracted for all major repair needs outside the scope of the Facilities Department.

Personal Responsibilities

- Be committed to grow in the grace and knowledge of our Lord Jesus Christ (2 Peter 3:18; 1 Peter 2:2) by assembling together for instruction in God's Word, and engaging in the personal study of God's Word.
- Responsibly use the resources at your disposal to foster the mission and vision of Abundant Life (1 Peter 5:1-4).
- Participate in an Abundant Life group (Acts 2:41-42) as well as the discipleship ministry (Matthew 28:18-20).
- Live in a way that glorifies God and aligns with the staff core values (1 Timothy 3:1-7, Titus 1:5-9).
- Be committed to the ministry of giving to the needs of the saints (2 Corinthians 8:1-7 and 9:12) and to seek to abound in this ministry (2 Corinthians 8:7).

Essential Functions & Responsibilities

- Performs routine maintenance to ensure that building systems operate efficiently and the physical condition of buildings do not deteriorate.
- Works with facilities colleagues to provide each ministry of AL with on-site and emergency support for all events and activities.
- Completes maintenance tasks such as carpentry, painting, plumbing, and electrical repairs to ensure that all buildings and equipment are properly maintained.
- Cleans and repairs building fixtures such as lights, locks, windows, doors, walls, floors, gutters and drains.
- Maintains and cleans parking lots, sidewalks, and grounds.
- Utilizes software programs to schedule and document maintenance activities.
- Supports church activities and confirms that the building space is adequate to set up furniture, and that the HVAC and security needs have been dealt with.
- Maintains organized warehousing and adequate inventories of supplies, materials and equipment, while updating records pertinent to all activities of the facility.
- Partners with different ministries to ensure organized storage of ministry supplies and equipment.
- Schedules and coordinates work with outside contractors as necessary.
- Provides emergency on-call service as needed.
- Complies with safety protocols and makes recommendations as needed if/when safety deficiencies are identified.
- Attends and participates in regular staff meetings.
- Completes other duties as assigned by the Facilities Lead or Facilities Director.

Physical Demands

- Must be able to singlehandedly lift and carry 50lbs for purposes of regular snow removal and grounds maintenance.
- Must be able to lift 15lbs overhead.
- Must be able to ascend/descend and work from a stepladder for purposes of maintenance or decoration.
- Must be comfortable enough to complete tasks high above the ground while harnessed into scissor lift or catwalk.
- Requires outdoor work in extreme heat or freezing conditions for extended periods of time on a regular basis for purposes of snow removal, grounds maintenance, and campus beautification.
- Routine maintenance and ministry support includes bending, walking, lifting, sitting, and standing for extended periods.
- Other physical activities as assigned.

Skills, Qualifications, & Expectations

Must possess the ability to achieve high levels of ministry and property support in an efficient and value-enhancing manner. Success in this role will require a team player who exhibits the interpersonal skills to regularly interface with fellow facilities workers and other staff members, and also positively represents Abundant Life to contractors, church members and the community. A basic understanding of mechanical, electrical, plumbing, and carpentry is recommended. Employees in this position must have a flexible schedule to accommodate frequent evening, weekend, and overtime work as scheduled. Employment at AL requires a commitment to honoring the Lord in work and life, as well as the character to uphold the AL Staff Core Values of Synergy, Excellency, Integrity, Tenacity, Humility, and Loyalty. The skills, qualifications, and responsibilities listed here are not intended to be all-inclusive of the abilities needed to perform the job.

Experience

A high school diploma and two years of experience in facility maintenance are preferred.

Benefits

Abundant Life offers a competitive employee benefits package to all full-time employees.

**It is the policy of Abundant Life Baptist church to provide a workplace free from discrimination. We base all employment decisions on job-related qualifications and merit, without regard to race, color, national origin, sex, disability, age, military status, or any other class protected by federal, state or local law.*