

Position Title: Facilities Coordinator
Reports to: Campus Services Supervisor
Payroll Status: Part-time, hourly

Objective: The Facilities Coordinator provides a safe, clean and distraction free environment for all who enter the doors of Lincoln Berean. He/she is responsible for the care, maintenance and cleanliness of the facilities, grounds and equipment of the church. Coordinators work as part of a team, reporting to the Campus Supervisor. Existing opportunities for both day and evening shifts, with opportunities for growth.

The Basics:

- A growing relationship with Jesus Christ demonstrated in character as outlined in I Timothy 3 and Titus 1
- A humble and teachable spirit born out of personal security in Christ and an understanding of his/her God-given ability
- A life dependent on the Holy Spirit and faith as demonstrated by an active prayer life
- Loves people and Lincoln Berean Church and regularly attends weekend services
- Supports the core beliefs of LBC
- Trustworthy, honest and considers confidentiality a priority

The Details: This is a part-time entry level position, with opportunities for increased responsibilities and positional growth. Both day and evening shifts are available (8a-3p or 5p-11p). Successful candidates will have understanding and experience in related tasks with a desire to serve God through his/her work.

Skills:

- A helpful and friendly demeanor
- A sense of ownership, initiative and follow-through
- Physical ability to complete assigned tasks, including but not limited to: event set-up, grounds management and some custodial duties.
- Ability to safely lift and carry up to 50lbs

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