# LeafCircle-noline-black12.1.21

# Custodian

# Cuyahoga Valley Church, Broadview Heights/Brunswick Campus

# Part-time position

# MINISTRY SUMMARY

Ministry Vision: Inviting people to new life in Christ.

Overall Ministry Objective: Serving God through the ongoing operation and maintenance of the CVC Broadview Hts. and Brunswick facilities.

Ministry Goal: To serve Jesus and one another by maintaining the physical CVC facilities in a God honoring way.

## POSITION DESCRIPTION

Principle Function:

The custodians are responsible for the overall cleanliness, safety, maintenance, and general repair of the building along with room set ups.

Accountability:

This position reports to the Facility Manager.

Responsibilities:

* Enthusiastically support the overall mission, vision, values, and strategies of CVC.
* Perform ministerial functions by being available during regular work hours to provide biblical direction, insights and encouragement to staff, volunteers, visitors, and attendees as needed.
* Perform regular cleaning and maintenance on the inside and outside of the building, including:
	+ General cleaning of rooms and offices
	+ Cleaning restrooms
	+ Vacuuming carpets
	+ Mopping tiled floors
	+ Cleaning windows
	+ Snow removal
	+ Lawn/yard maintenance
* Set up rooms in preparation for ministry use (chairs, tables, AV).
* Occasional general maintenance support at the direction of the Facilities Manager.

 (over)

Suggested Skills and/or Experience:

* Gifts – This position requires a “people person,” someone who is gifted in and enjoys interacting with and serving people “on the fly.”
* Skills needed:
	+ General cleaning
	+ Handyman abilities
	+ General maintenance
	+ Must be able to lift 50 lbs.
	+ Ability to follow directions.

Estimated Time Commitment:

This position is a part-time position (16 - 24 hours/week). Hours can vary based on a mutually agreed upon schedule.

The actual working hours will revolve around the usage of the building. Flexible scheduling of hours is needed including nights, weekends, and holidays. Working at both campuses is required.

## How to Apply:

Download our Custodial application, fill it out and submit it here: [https://cvconline.ccbchurch.com/goto/forms/1016/responses/new](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcvconline.ccbchurch.com%2Fgoto%2Fforms%2F1016%2Fresponses%2Fnew&data=05%7C02%7CBHowell%40cvconline.org%7C8ac6730d6a754c0690f808dc3d328678%7C7fde5f05c7cb45538aa0cfba82434fee%7C0%7C0%7C638452534432646426%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=NksdSyoNOFE0kApdMD0VxelTFLCDXh7M0bvo5qcTmvM%3D&reserved=0)

You can also pick up a printed copy at CVC’s Info Counter during regular office hours or Sundays.