



FACILITIES: LEADER JOB DESCRIPTIONS

FACILITIES LEADER

The Facilities Leader will care for and maintain all facilities and grounds in a way that glorifies God and accurately displays His greatness to our community.

1. PHILOSOPHY OF MINISTRY

TEAM MINISTRY

The foundation for effective ministry is given in I Peter 5. This text outlines four responsibilities for ministry staff:

Ministry - Shepherd those under your care. Your relationship and commitment to people is your primary responsibility.

Management - Serve as an overseer. Your strategy for leading in your key areas should reflect you having the oversight and management of your ministry areas.

Modeling - Be an example to those under your care. Model a commitment to the vision, values and mission of RED Church. Support the church as a participating member.

Motive - Be not greedy or from compulsion, eager to serve with the right attitudes and the right reasons.

STAFF DISCIPLESHIP EXPECTATIONS

Discipling People to Know God - A life built by God is a life of devotion. It is about worship. Worship is more than singing or attending a church service. It is a life that is transformed by the love of God where everything is an act of devotion and all we are and all we have is not "mine" but "His." Life is then measured by an intentional commitment to Know God, Find Freedom, Discover Purpose, and Make a Difference, focusing on Jesus Christ in all we do.

Discipling People to Find Freedom - We long for every person to be connected to Jesus Christ and connected in His Church. Jesus wants every person to have a personal relationship with Him that the Bible calls salvation. This relationship



makes all believers a family; therefore, we can have a spiritual connection with each other known as the Church.

A relationship with Jesus Christ is marked by spiritual growth. Their connection is not measured by knowledge alone but by the believer becoming like Christ in character. It is God's desire that we see like Jesus, believe the best about people like Jesus, and react like Jesus in every circumstance. The goal of the believer is to have the mind of Christ and this work is only completed by God through the power of the Holy Spirit and connection with other believers.

Discipling People to Discover Purpose - The Bible says "whatever your hand finds to do, do it for the glory of God." God wants us to use our hands to serve Him by serving people. We believe that every member is a minister and every task is important. A life built by God is a life intentionally equipped for ministry and engaged in ministry.

Discipling People to Make a Difference - God expects those of us who believe to be on mission with Him. We are called to introduce others to Jesus Christ. A life built by God is a life that seeks to be intentional to share the love of God with people wherever they go. God wants us to build authentic relationships with people in order to have the opportunity to share with them the hope we have found through the love and grace of God as revealed through Jesus Christ. Loving people and sharing the love of Jesus is also done through actions of rescue and compassion... doing the good that needs doing... loving the ones who need loving.

CORE VALUES

REDEMPTION - Your future is greater than your past. We believe that no matter what has happened in your past, God has a greater future in store for you.

Love God - The greatest gift the people around you is your love for God. When you love God it overflows into everything. No matter what you're doing, if you love God, it will bless people. We develop a closeness with God, we develop our character, and we develop our calling

Love People - We're in the people business. The bible says we are to love others as we love ourselves. We serve others because we love people. We love people by being a servant, being a team player, and being real.



Pursue Excellence - Everything Jesus did was wonderful. We do our best in everything we do to honor God with the resources we have. Excellence breeds credibility. Our goal is to do things well, do things before we're asked, and go above and beyond what we've been asked.

Be Generous - Jesus gave, so we could give. Proverbs says the generous soul will be made rich, and he who waters will also be watered himself.

Choose Joy - We focus on Jesus not on our circumstances. When we choose joy, it's a sign we are looking towards Christ instead of our circumstances. We want to be enjoyable, positive and loyal. We want to be a Tiger, not an Eeyore.

Mult-Ethnic - We all have one identity in Jesus. We all stand together unified as one body in Christ.

2. Gifts skills and talents

(S) Spiritual Gifts - Helps, Serving, organization, Leadership

(H) Heart - Building Maintenance, People, For people to be safe

(A) Abilities - General facilities / vehicle maintenance, get things done even if you don't know how

(P) Personality - Able to work with people, to be patient

(E) Experience - Experience in or can show a general understanding of building and vehicle maintenance.

3. Position Purpose and Responsibilities

RESPONSIBILITIES

1. Be the main contact person for all work done regarding the building.
2. Maintain, oversee and / or coordinate the maintenance of the building.
3. Maintain, oversee and / or coordinate the maintenance of the grounds.
4. Maintain, oversee and / or coordinate the maintenance of the Church Vans.
5. Oversee & work alongside (as necessary) with all staff, volunteers, and paid professionals regarding the building and grounds.
6. Monthly inspect all vans visually and by riding in them. Ensure all maintenance and inspections are performed on time.
7. Weekly walking the building and the grounds to look for things that need to be repaired.



8. Check the maintenance box regularly to see if work orders have been submitted and completed.
9. Coordinating and planning building projects and maintenance.
10. Be available and flexible as needed to help maintain & fix the building. Including things like: painting, fixing, cleaning, assembling, moving, organizing and updating building, furniture and various items at the church. Setting up & taking down rooms for church functions.
11. Other duties as assigned by the Lead Pastor

ALL STAFF

1. Develop annual ministry goals, plans, strategies and event calendars for ministry area responsibilities.
2. Guide the effective implementation of ministry plans.
3. Ensure maintenance of accurate statistical records for ministry area activity.
4. Evaluate effectiveness of ministry areas.
5. Ownership of staff covenant.
6. Participate in all pastoral staff meetings, retreats, training and global events.
7. Maintain a lifestyle consistent with biblical standards for Christian behavior.
8. Attend our weekend worship gatherings.
9. Participate in the development of the next generation of leaders at every opportunity.

4. Accountability

REPORTS TO

Administrative Pastor