



Staff Role Description

Facility Team Tech

Ministry:	Facilities
Reports To:	Facility Manager
Average Hours Per Week:	Varies (days, evenings and weekends)
Job Type:	Non-Exempt
Last Revision Date:	June 2015

Role Overview

This important ministry position is responsible for serving with volunteers and assisting in maintaining a safe, inviting, and clean facility, thus creating a warm and inviting atmosphere for all visitors to our campuses.

General Requirements

1. Alignment with and support of the Chapel Staff Expectations (as outlined in The Chapel Application for Employment).
 - The five key areas of values:
 - Culture – Fully embraces and embodies The Chapel’s identity and who consistently demonstrates it in everyday life
 - Character - Holistically healthy, inspiring to others, and becoming more like Jesus every day
 - Commitment – Defined by a revolutionary commitment to, and personal sacrifice for, the cause of Jesus Christ
 - Community – Lives authentically and transparently in community and who infuses life into the people around them, naturally helping them to become more like Jesus
 - Competence – Diligently strives for and achieves high levels of performance in the role
2. Model an Authentic Relationship with Christ
 - Model a life and conduct worthy of emulation
 - Demonstrate a contagious, growing love for God and others
 - Grow spiritually through consistent, meaningful use of spiritual practices (devotional life, prayer, etc.)
 - Attract others by being authentic, joyful, inspiring and loving
 - Identify and utilize Spiritual Gifts to fulfill God’s design for your life

Primary Responsibilities

- Perform/maintain scheduled routine facility cleaning details and procedures.
 - Develop strong observational skills in all details of cleanliness or needing repair by completing or reporting to a team leader
 - Perform miscellaneous custodial or facility related duties as may be requested
 - Ability to safely use cleaning equipment and supplies with the ability to lift 50 lbs. routinely
 - Ability to understand and follow safety procedures.
 - Assist the campus Ministry Leaders and Facility Manager as may be required from time to time
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Facility Team Tech

Core Competencies & Key Behaviors

Community Builder: A community builder champions the building of transformational community by living out, communicating the value of and actively developing biblical community.

- Attracts others by being authentic, joyful, inspiring and loving
- Demonstrates relational availability, accessibility and openness
- Reaches out to new individuals, seeks to understand others, and builds a non-judgmental culture
- Exercises focus and intentionality in strengthening relationships
- Lives out and passes on the value and importance of healthy relationships and biblical community
- Resolves conflict biblically and graciously and replicates that approach in others

Team Builder: A team builder uses group skills and team building strategies to strengthen relationships among team members; improve motivation, communication, support and trust among team members; and inspire the team to maximize its potential and achieve its goals.

- Provides opportunities and activities for team members to get to know each other and forge meaningful relationships
- Helps team members define and play to each other's unique strengths, talents and capabilities
- Creates an environment where individuals can share openly without fear of repercussion
- Develops high level of trust among team members and addresses anything that would diminish that trust
- Provides clear direction regarding the goal/outcome and motivates others to see that goal/outcome through to completion
- Evokes productive, inclusive and meaningful participation and creativity from others
- Demonstrates active listening and inspires team members to do the same
- Identifies and facilitates events/programs to aid in the team building process

Problem Solver: A problem solver identifies concerns, problems or potential areas of concern in a timely and accurate manner and resolves them effectively.

- Identifies problems (or potential problems) in a timely and accurate manner
- Asks meaningful and relevant questions to understand problems and potential causes
- Evaluates the possible causes for a problem and offers suggestions for resolution
- Proposes and implements solutions

Standard Bearer: A standard-bearer champions the Chapel's DNA, message, values and ministry approach, drives for excellence, lives a life of actively rediscovering God and inspires others to do the same.

- Pursues a vibrant, authentic and inspiring relationship with Christ
- Champions the Chapel's DNA, message, values and ministry approach
- Guards our DNA by identifying and correcting drift
- Tells stories that exemplify our DNA
- Embodies a tireless passion for advancing God's kingdom
- Owns a personal vision of and passion for spiritual awakening
- Models and inspires others toward a lifestyle of actively rediscovering God
- Drives for mission accomplishment and continuous improvement
- Leads ministry teams toward alignment to centralized strategies, processes and procedures
- Maintains ministry environments and materials to our standard of excellence
- Demonstrates full support of Chapel leadership

This staff role description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position.