



Position Title: Custodial Support

Reports to: Facilities and Maintenance Manager

Classification: Part-Time, 20 Hours per week

Pay: \$18.00 per hour

Summary of Responsibilities: This position supports the Custodian to uphold the health and safety of the staff, guests, and visitors to Degage Ministries by ensuring proper sanitation and upkeep of the interior and exterior buildings and grounds of Degage Ministries. This position will focus particularly on maintaining the cleanliness and stock at the Heartside Landings location, providing additional support to Dégagé Shelter and other buildings as assigned.

The Mission Statement: To reflect the love of Christ to all who come through our doors by building relationships and offering programs that foster dignity and respect.

The Vision Statement: For those we serve, we will be a community that overcomes obstacles, celebrates transformation, and realizes the full potential of all as children of God.

Statement of Faith: Employees affirm and accept the ministry of Degage to be a faith-based organization founded on the message and love of Jesus Christ and further affirm the mission statement of Degage as stated above.

Core Values

- Celebrate the Divine Spark
- Walk With
- Make Order out of Chaos
- Say What You Need, Mean What You Say
- Embrace Learning

Qualifications

- A strong commitment to Christ and to serving Him through word and deed in an inner-city ministry setting
- The ability to work with and encourage people from diverse socio-cultural-economic experiences
- The ability to stand, walk, bend, crouch, and reach overhead for extended periods of time
- The ability to manage physical reactions to exposure to unpleasant environments [e.g. bodily fluids, insects, etc.].
- The ability to safely work on a ladder
- The manual dexterity and hand-eye coordination to handle cleaning equipment and tools
- The ability to comfortably lift and move up to 40 pounds without accommodation
- Knowledge of different cleaning products, tools and techniques for diverse settings such as Dining Room and Community Center, restrooms, retail spaces, and offices
- Time management and multitasking abilities
- Organizational skills
- Good verbal communication and interpersonal skills

- Ability to work with minimal supervision
- Be able to adapt to changing workflow

Specific Responsibilities

- Cleans the buildings and grounds
- Monitors and maintains the daily cleanliness of interior and exterior areas throughout the shift
- Supports custodian with deep cleaning or routine cleaning projects
- Supports custodian in maintaining daily operations of facilities such as completing maintenance/custodial support requests
- Provides status reports on routine and assigned tasks to Maintenance Manager, Custodian, and other staff
- Works with Maintenance Manager and custodian to prepare the buildings and grounds for changing weather conditions
- Works with Maintenance Manager and custodian to maintain inventory of cleaning supplies and other building supplies
- Supports custodian with restocking of bathrooms, floor cabinets, and medical cabinets with daily supplies and maintains inventory of these products
- Communicates with Maintenance Manager and custodian about any concerns or identified needs as related to the cleanliness of the buildings and grounds
- Provides support to guest workers, workforce development staff, and others to effectively complete assigned tasks.

Employee Signature_____ Date_____

Director Signature_____ Date_____