



Building Maintenance Coordinator

I. Ministerial Position

Building Maintenance Coordinator

II. Reporting Relationship

The Buildings Specialist reports to the Operations Senior Director

III. Ministry Summary

The Building Maintenance Coordinator will exemplify the following characteristics: 1) strong professing Christian (Romans 5:8, 10-11) whose character is proven (1 Timothy 3:8-13); 2) a role model of Christ in everything that they do (1 John 3:18); 3) believe in the authority of scripture (2 Timothy 3:16); 4) use their ministry as an example of Christ and to draw others closer to Him (1 Cor 13, Phil 2:1-4); and 5) be accountable in relationship with others (Galatians 6:1-5). The Building Maintenance Coordinator will maintain the buildings to foster opportunities to allow us to impact lives for the eternity through God's word, creation, adventure programming and warm Christian fellowship.

IV. Ministry Tasks

- A.** Oversee the maintenance of all buildings on all sites
- B.** Oversee the opening and closing of seasonal buildings
- C.** Leads the staff/volunteers in devotions and teaches the staff/volunteers the Christian discipline of joyful, diligent work.
- D.** Aid and assist in other operation areas as needed and directed
- E.** Assist in maintaining heating and cooling systems
- F.** Direct and/or train staff/volunteers with regards to maintaining systems
- G.** Basic to intermediate building and maintenance repairs
- H.** Able to drive vehicles/equipment to assist with snow removal as instructed
- I.** Assist with general camp projects including some construction
- J.** Attend seminars/meetings appropriate for on-going training
- K.** Occasionally serve on-call during off hours
- L.** Other duties and responsibilities as assigned by the Operations Senior Director (Hebrews 13:17, 1Peter 2:13)
- M.** Support-raising is one of the responsibilities of this position therefore the employee must keep his/her support team informed on a regular basis regarding one's ministry

V. Qualifications

- A.** Agreement with the theological positions of Fort Wilderness Ministries (2 Tim 3:16-17, John 1:1-14, Col 1:14, 1 Cor 15:13-18)
- B.** Agrees with and has signed the Statement of Belief and Support and the Lifestyle Commitment. Understands that serious violation of these statements could be cause for dismissal. Agrees that incompetence in performing this role,

- insubordination to ministry leadership, or immoral behavior would constitute reasonable cause for immediate dismissal and termination of this employment with Fort Wilderness.
- C. Demonstrates a Christian lifestyle that reflects the Biblical perspective of integrity and appropriate personal and family relationships, business conduct and moral behavior. (Luke 6:40)
 - D. Effectively teaches and otherwise communicates the Christian faith to others and furthers the religious mission of Fort Wilderness.
 - E. Able to fulfill Fort's purpose through using Fort's core values (God's Word, Wilderness, Adventure and Relationships)
 - F. Minimum of 2 years' experience in building maintenance or related field
 - G. Ability to multi-task while directing/supervising others.
 - H. Insurable driving record
 - I. Basic plumbing and electric skills a plus
 - J. Self-motivated, team player, detail orientated, mechanically inclined, adaptable
 - K. Ability to work in a fast-paced environment
 - L. Support from a sending church and ongoing participation in a local church with a desire and commitment for spiritual growth and development in your walk with Christ through prayer, God's word and lifestyle which honors Him
 - M. Ability to lift and carry 50 pounds, climb a ladder, bend and stoop

VI. *Benefits*

- A. This is an "at will" support-raising position. Compensation is based on the following: support raised, organizational responsibility, nature of the job including performance, and kingdom impact