Redford Aldersgate United Methodist Church (RAUMC), a two-campus church with over 200 in worship, seeks a part-time Church Custodian, 18-24 hours/week, responsible for the Redford Campus location. The Church Custodian will work with the Executive Director to ensure a clean and safe environment for all who enter and who use the church building.

The Custodian will oversee all building cleanliness as a ministry of RAUMC.  This will include the day-to-day upkeep and maintenance of all areas of the building. It also includes supervision of volunteer staff who may be enlisted to assist. This person will report to the Executive Director of RAUMC.

Cleaning and maintenance responsibilities include but are not limited to floors, walls, restrooms, offices, kitchens, sanctuary, chapel, and other areas as identified by church administration. Some of these needs occur on a nearly daily basis, some are monitored and addressed less frequently. Critical to the success of the role is independent monitoring, observation, and completion of duties. It also includes regular communication with the Executive Director regarding concerns, issues, and updates on progress. The Church Custodian will be hired by individuals/families to prepare and assist with funerals and weddings.

Operational responsibilities for Sunday worship experience include a thorough cleaning/preparation of the lobby, sanctuary and chapel, rest rooms and Fellowship Hall/Wesley Hall, to be completed at least three hours before the service(s) are scheduled to begin.

A large portion of the job is to monitor the church calendar and provide set-ups and take-downs for meetings and events. This includes tables, chairs, and cleaning. It also requires direct communication with the facilitator of the event(s).

The ideal candidate will:

1.   Love God and have strong commitment to Christ and His Kingdom.

2.   Love and work well with people of different ethnicities, ages, sexual orientations, abilities, and socio-economic backgrounds.

3.  Be a self-starter, adept at autonomous problem solving with an awareness of when and how to request direction as needed.

4.  Be detail-oriented when it comes to cleanliness and presentation of our church building.

5.  Be a team leader and participant in the vision of the church.

6.  Have a keen awareness of and ability to discern priorities, as defined by the church administration, parishioners and community.

7.  Be able to work with current volunteers as well as recruit and train additional servant leaders.

8.  Possess excellent time- and project-management skills.

9. Be aware of, and have a willingness to learn technologies currently utilized, in addition to new systems as they become available, as it pertains to communication with others and the function of the position; e.g., access to church calendar, electronic (email and text) communications.

10. Create and maintain a variety of building maintenance systems that work both for the Custodian and the church. 12. Have the ability and willingness to grow and develop in the position in order to meet the needs of a visionary community of faith.

If you feel that have the qualities to meet the expectations of the position of Church Custodian, please submit a cover letter and resume to Roberta Martin, Executive Director, Redford Aldersgate United Methodist Church, 10000 Beech Daly, Redford, Michigan 48239 or email r.martin@redfordaldersgate.org, no later than January 15, 2018.