

# FACILITIES MAINTENANCE ASSOCIATE

**Friends Church | Yorba Linda, CA**

**Salary:** \$22.00-\$25.00 an hour | **Schedule:** Full-time, Non-Exempt

**Reports to:** Production Director

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## OVERVIEW

The full-time Facilities Maintenance Associate is responsible for serving the church by providing maintenance services to church buildings and grounds, including church multi-site locations.

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## ABOUT YOU

You love all aspects of maintenance and are willing to learn aspects of building maintenance.

You have limited or some experience in basic carpentry, general mechanical, plumbing, electrical, and the use of the tools and materials of the trades. Limited or some familiarity with plumbing, electrical, and building code requirements.

You have the ability to read simple assembly diagrams, manufacture drawings and blueprints. You have the ability to follow instructions. Ability to complete tasks in a timely manner. Ability to work nights, weekends, and holidays, as requested.

## ESSENTIAL FUNCTIONS

- Performs routine repairs and maintenance within the facility involving carpentry, painting, plastering, stucco, drywall, electrical, and plumbing. Assists team in more complex maintenance and repair projects.
- Willing to learn to troubleshoot various plumbing and electrical problems under the instruction of other team members.
- Responsible for adjusting doors and door closers. Completing repairs to various parts of buildings and grounds of our campus. Help plan and carry out projects from initial layout to completion including but not limited to stage makeovers.
- Maintain "good housekeeping" practices while working.
- Maintain a safe work environment for self and others.

### Additional Functions

- Participate in all-church Group Life series as requested, at least once a year.
  - Keep current in related field.
  - Attend and participate in all staff Friends Church staff meetings, events, programs, and training.
  - Cooperate with Supervision by performing appropriate related duties when assigned or instructed
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## What We're Looking For

- **Spiritual Maturity:** A strong personal relationship with Jesus Christ, adherence to Friends Church Statement of Faith, and a clear calling to working in ministry.
- **Relational Excellence:** Outstanding ability to connect with and relate to church staff and volunteers, understanding their unique challenges, questions, and opportunities.
- **Experience, education, and licensure: Educational Foundation:** Limited or some experience in the following trades: carpentry, plaster, cement finishing, plumbing, electrical and painting. In addition, must be able to read drawings and interpret sketches. Must be able and willing to use hand and power tools.
- **Heart for Friends Church:** Active attendee at Friends Church and life groups with full alignment to our mission, values, and ministry approach, including participation in church-wide initiatives.

## Why Join Us?

At Friends Church, you'll have the incredible opportunity to collaborate with a great team. You'll work with a supportive team that values innovation, authentic relationships, and measurable impact. We offer:

- **Comprehensive Benefits:** Health, dental, vision, life insurance, retirement plan with employer match, parental leave, professional development allowance, and generous vacation, sick and holiday pay.
- **Dynamic Ministry Environment:** Access to modern facilities, technology, and resources designed to create engaging experiences for attendees.
- **Collaborative Team:** Work alongside passionate team members.

## Ready to Shape the Future?

If you're ready to work with a great team of Christ-followers and learn all thing in maintenance, we invite you to apply and join our mission. Simply email a cover letter and resume to Dana Anderson at [danaa@friends.church](mailto:danaa@friends.church)

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*Friends Church is committed to building diverse communities that reflect the kingdom of God. We encourage applications from candidates of all backgrounds who share our mission and values.*