



**Winona Lake
Grace Church**

Part-Time Janitor

Job Description

Role updated: July 2026

A Janitor doesn't just clean a building; they help steward the facilities of the church for the sake of ministry.

Role Details

Ministry Title: Part-Time Janitor

Paid Position: Yes (hourly)

Weekly expectations: 8-10 hours per week

Job Category: Part-Time Staff

Relationships

Reports to: Facilities Administrator

Works directly with: Facilities Coordinator, Facilities Administrator, other Janitors

Qualifications and Competencies

- High school degree preferred
- Ability to take direction
- Integrity and the ability to work independently
- Ability to handle and use basic cleaning equipment
- It is preferred (but not required) that this person attend Winona Lake Grace Church

Primary Duties and Responsibilities

- Clean and supply basic facility areas (dusting, disinfecting, sweeping, vacuuming, mopping, restroom cleaning, etc.)
- Carry out heavy cleaning tasks and special projects
- Follow all health and safety regulations
- Other duties as requested

Working Environment

- Saturdays and Sundays may occasionally be workdays
- Work locations and schedules may vary depending on program and facility needs
- Frequently lifting equipment and materials weighing 30 pounds or more

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