

JOB POSTING

Church Facilities Custodian



St. Ignatius of Loyola Parish is a welcoming and joyful spiritual home where people encounter Jesus, choose to follow Him, and become fully alive. We draw on the '3 Keys' of Divine Renovation parish renewal to build a church of missionary disciple leaders, equipped to leave our parish, plant new churches, and bring the Gospel to other parts of the city of Montreal.

We are at the forefront of Church Planting 'Catholic Style' and are laser-focused on the multiplication of missionary disciples and well-developed leaders to extend the reach of the Gospel where it is sorely needed in our city and its surroundings.

Therefore, we are looking for an individual who displays deep humility, a passionate drive for Christ's mission, a strong work ethic, and a desire to help create an environment where people can encounter Jesus. If you take pride in caring for spaces, notice the details others miss, and want to play a practical role in creating a beautiful, clean, welcoming parish environment, then you might be the right person for this job!

ROLE

As the **Church Facilities Custodian**, you will help ensure that our church and facilities are clean, beautiful, welcoming, and ready to serve our parishioners and community.

You will take ownership of the day-to-day cleaning and care of the church, hall, and designated areas of the rectory. You will ensure that our facilities are ready for Sunday Masses, parish activities, liturgical celebrations, and special events.

This is a hands-on role for someone who takes initiative, pays attention to detail, works independently, and understands that the physical environment plays an important role in helping people feel welcomed, cared for, and at home.

KEY RESPONSIBILITIES

- Clean and maintain all designated areas of the parish, ensuring they are consistently clean, orderly, and sanitary;
- Ensure all bathrooms are clean and fully stocked with toilet paper, soap, and paper towels;
- Maintain and organize facility and cleaning supply inventory;
- Collect and properly dispose of garbage and recycling throughout the parish facilities in accordance with the garbage schedule;
- Prepare the church for Mass in a timely fashion by turning on the lights, fans, unlocking doors
- Assist with the set-up and tear-down for liturgical celebrations e.g. Christmas, Easter, funerals, baptisms, etc.;

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St. Ignatius
OF LOYOLA

- Some seasonal maintenance responsibilities, such as snow removal, and lawn care, as needed;
- Assist with others cleaning and maintenance duties as assigned by the Director of Church Experience

SKILLS & EXPERIENCE

- Strong work ethic and a willingness to perform hands-on cleaning and physical tasks
- Excellent attention to detail and pride in maintaining a high standard of cleanliness;
- Able to work independently, prioritize tasks, and manage time effectively;
- Reliable, punctual, and consistent;
- Strong organizational skills, particularly with supplies and inventory;
- Able to respond calmly and effectively to unexpected needs such as spills or urgent cleaning requirements;
- Able to perform the physical requirements of the position, including standing, walking, bending, lifting, mopping, and other cleaning-related activities;
- Previous professional cleaning is an asset;
- Experience working in a church or other community environment is an asset.

CULTURAL FIT

- Has a passion for people who don't have a relationship with Jesus Christ and a strong desire to encourage them to encounter Him and grow deeper in that relationship;
- Can represent St. Ignatius and its mission in the community;
- Is self-aware, teachable, and demonstrates a passion for personal and professional growth;
- Maintains an active, sacramental, and fruitful spiritual life rooted in a relationship with Jesus
- Displays an openness to the charisms of the Holy Spirit;
- Fully embraces the St. Ignatius vision and mission and is faithful to the magisterial teachings of the Catholic Church;
- Demonstrates servant leadership through a humble, helpful, and supportive attitude;
- Can receive direction and feedback, and collaborate with and support others in a positive and constructive manner;
- Models for others and can support others in living spiritual disciples;

WORKING CONDITIONS

This is a full-time (35hrs/week) position with Sunday being a required work day, as well as Christmas and Easter.

TO APPLY

Please submit your CV along with a cover letter/email to: office@stig.ca