

**Ministry role:**

This role exists to serve with passion and giving their very best, as they work in the facility and simplify, organize and standardize the work they do within the facility

**Key areas of accountability:**

- Set-up Tables and chairs almost every day---for next day ministry opportunities. Physical work.
- Tasks also include, but are not limited to dusting, vacuuming, washing, disinfecting, mopping, emptying trash/recycle receptacle in primary areas. Ensure all rooms are properly cleaned
- As time permits, complete facilities related projects (e.g., monthly cleaning, grounds work, etc)

**Qualities, experience and skills required:**

- Detail orientation
- Strong work ethic
- Teachable
- Good interpersonal skills
- Servant heart

**Work Schedule:**

- 15 hours per week with some flexibility available: preferred Monday mornings - 5 hours; Friday afternoon to evenings—5 hours; other hours flexible.

**This role relates to:**

1. *Building and Grounds Coordinator* – This individual reports to the Building and Grounds Coordinator and receives coaching and encouragement from him.
2. *Works with other members of facility team*

**To apply:**

Submit a cover letter and resume and portfolio to Mike Faith, Operations Manager, [mfaith@covenantpc.org](mailto:mfaith@covenantpc.org)

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**Overview**

Covenant Church, a member of the Evangelical Presbyterian Church, is a Christ-centered and biblically-based community. The Church views its mission and calling, to Know Jesus, Grow with His People, and Go to the World, as an expression of the community's constant process of growing up as followers of Christ.

Covenant's expression of faith is in its identity statement: Covenant Church - His people. His kingdom. His glory.

The church community is made up of approximately 800 members and is situated near the campus of Purdue University and includes members and participants with a very diverse heritage and intellectual backgrounds. The Church places ministry emphases on its corporate worship, discipleship (intentional spiritual formation), evangelism and a strong sense of community/relationship among its body.