



Job Title: Facilities Lead I, Sacramento Campus
Department: Sacramento Campus
Employment Type: Full-Time (32-40 hrs/week)
Start Date: Feb. 1, 2026
Location: Midtown Church, Sacramento (onsite)
Pay rate: \$22-\$26/hour

HOW TO APPLY: [Click here](#) to submit an online application.

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Purpose of Role

The Facilities Lead I supports the daily care, safety, and readiness of Midtown Church facilities. This role focuses on hands-on building operations, physical maintenance tasks, event setup and teardown, and on-site support to ensure all spaces are safe, functional, and prepared for ministry use. This position works closely with the Facilities team to support services, events, and ongoing campus operations.

Experience and Knowledge Required

- Experience in facilities, maintenance, building operations, or a related field
- Ability to perform hands-on physical tasks related to building operations and event support
- Strong organizational skills with the ability to prioritize tasks and respond to urgent needs
- Team-oriented with the ability to collaborate across departments and staff
- Dependable, self-motivated, and solutions-oriented
- Must possess discretion when handling confidential or sensitive matters
- Ability to represent Midtown Church in a professional manner that honors the Lord and the Church

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

A. Campus Operations & Maintenance

- Assist with regular campus inspections and facility evaluations
- Perform hands-on maintenance tasks within scope, and coordinate outside support as needed, including:
 - Minor construction and repairs
 - Basic plumbing and electrical troubleshooting (non-licensed work)
 - Janitorial, cleaning, and drop-off/pickup of laundry items
 - Coordinate and schedule vendors or contractors for specialized, licensed, or larger-scale repairs
- Identify maintenance needs and ensure timely resolution
- Assess urgency, safety considerations, and scope of maintenance work
- Complete work tickets and assigned tasks in a timely manner
- Coordinate and schedule vendors, contractors, and volunteers as needed
- Communicate facility needs, progress, and issues to supervisor
- Assist with receiving, moving, and staging packages, equipment, or deliveries between the church building, office, storage areas, and event spaces as needed

B. Events, Classes & Ministry Support

- Support setup and teardown for services, classes, and special events
- Coordinate with Events and Ministry teams to meet facility needs
- Provide physical setup support (tables, chairs, staging, signage, equipment, etc.)
- Assist with electrical or facility needs for approved outside vendors
- Remain available to respond to unexpected issues or emergencies during events

C. Weekend Services & Building Security

- Assist with opening and closing buildings on assigned days
 - Ensure all spaces are fully prepared and operational prior to services
 - Support signage placement inside and outside the building
 - Provide on-call support during services to address urgent facility issues
 - Ensure buildings are secured and locked following services and events
 - Provide additional security support as needed
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Mission-Critical Qualities & Expectations

- Proactively supports Midtown Church's mission, vision, values, and culture
- Maintains open, frequent, and professional communication with supervisor, staff, and team members
- Demonstrates warmth, respect, and care toward staff, volunteers, and guests
- Works well independently while remaining a collaborative team member
- Flexible and adaptable in a fast-paced, ministry-driven environment
- Responds with grace and professionalism to changing plans or urgent needs

Physical Requirements & Work Environment

- Ability to lift, carry, push, and pull a minimum of 20 pounds on a regular basis
- Ability to perform physical tasks including standing, walking, bending, stooping, kneeling, reaching, and repetitive use of hands and arms
- Ability to climb ladders or stairs as needed for facility tasks
- Ability to work both indoors and outdoors in varying weather conditions
- Ability to respond to urgent or emergency facility needs, which may require physical exertion

Driving, Access & Background Requirements

- Must possess a valid California Driver's License in good standing
- Must be able to operate church-owned vehicles as required for job duties
- This position is designated as a key holder with access to church facilities
- Must successfully complete and clear a Live Scan background check in accordance with church policy and applicable law
- Must be able to responsibly manage building access, keys, security codes, and related safety protocols

Time Commitment

- Full-time: 32-40 hours per week
- Schedule may include evenings, weekends, and all-church events.
Required: Sundays (6:30am-2:30pm).
- Required availability for Thursday and Sunday services, conferences, and special events
- Schedule adjustments should be communicated in advance with supervisor and team
- The weeks of Christmas and Easter are blackout dates; all staff are expected to work services
- One paid week off is provided following Christmas when church offices are closed
 - Facilities staff schedules may rotate during this week to ensure property coverage