



Housekeeping Support

Role Summary

Support the needs of The Point Community Center facility in alignment with the vision, mission, and values of the Eastpoint Christian Church family. In the areas of custodial services and general cleaning, this position will work with the Facility Director and other Facility team members in a team effort to ensure a clean and fully supplied facility for both The Point and the Eastpoint Christian Church to operate and program. This role will average 25 hours per week. The desired schedule will involve primarily cleaning in the evenings, although some flexibility is possible.

Role Type

Hourly, Part-Time

Team

The Point

Reports To

Facility Director

Lead by Example

Above all, pursue a daily, abiding relationship with Jesus, yielding to the leadership of the Holy Spirit and seeking first the Kingdom of God in all ways. Joyfully submit to the eldership and leadership of Eastpoint Christian Church and exemplify our vision, mission and values:

Mission: Making disciples of Jesus who share him with others

Vision: Gospel transformation in greater Portland

Values: Know God, Find Freedom, Engage Community & Share Your Story

Roles & Responsibilities (what we desire to be done)

Daily General Cleaning

- Empty trash receptacles and replace liners.
- Vacuum lobby airlock, gym, and hallway walk-off mats.
- Mop around tables in café.
- Vacuum all classrooms, offices, (not upstairs) and conference room floors.
- Clean airlock glass.
- Dry mop all hard floors.
- Observe and report any maintenance items needed.

Daily Bathroom Cleaning

- Main restrooms, locker rooms, Children's, and Green Room.
- Empty trash and waste containers (Ladies rooms)
- Refill and wipe down all dispensers: soap, TP, hand towels, napkin boxes.
- Clean mirrors and "brights" (faucet, flush handles and door hardware).
- Clean and sanitize all sinks and countertops.
- Clean and sanitize all toilets, urinals, and showers.
- Clean bathroom partitions and dust partition tops.
- Sweep and mop bathroom and locker room floors.

Weekly cleaning



- Dust horizontal surfaces.
- Mop edges and corners of hard floors.
- Vacuum stadium carpeting prior to Sunday services and events.
- Dry mop auditorium floors and when needed mop.
- Clean and sanitize the playscape.
- Clean counters and sinks in the Student Lounge and Usher's room.
- Other duties as assigned.

*Not included in cleaning responsibilities are upstairs offices, Video control and FOH, backstage and platform.

Working Conditions

- Applicants will need to be in good physical health to meet the requirements of the job.
- Ability to lift a minimum of 25lbs, pushing, pulling, bending, kneeling, and lifting.
- Standing and walking for extended periods of time.
- Available to work nights, early mornings, or weekends.
- Strong attention to detail and cleanliness.

Character & Occupational Qualifications

- Passion and love for Jesus and the local church.
- Friendly and pleasant demeanor, courteous, and professional.
- Ability to...
 - Execute, stay organized, and deliver services in a timely manner.
 - Have physical ability to clean all areas described in this job description.
- Experience in Facility housekeeping desired.
- Shows compassion, understanding and an ability to connect with volunteers and staff team members collaboratively and creatively.
- Demonstrates a self-motivated and action-oriented work ethic.



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