



Ministry Position Description
FACILITY MAINTENANCE ENGINEER

I. Facility Maintenance

- **Buildings:** Maintain and upkeep all buildings, including heat/ac, plumbing, electrical, septic system, etc. Winterize all facilities. Lead in facility improvements, construction, refurbishing, etc.
- **Grounds & General Upkeep:** Maintain appearance of the campus; maintain tractors, lawn mowers, and all grounds care equipment;
- **Water/Wells:** Certified (or willing to be certified) to maintain wells/water purification system;
- **Vehicles/fleet:** Oversee maintenance, use and proper care of fleet, trailers, lawn equipment, and provide direct oversight of their use and maintenance.

II. Facility Improvements

- **Improvements:** Perform facility improvements, construction, refurbishing, etc.
- **Contractors and Volunteer Mission Teams:** Work with assigned guest volunteer mission teams and contracted labor to accomplish tasks in a safe and efficient manner.

III. Other Facility Needs: Provide assistance for facility operations, including the following:

- **Safety and Security:** Maintain safety and security throughout the campus for all buildings, structures and equipment.
- **Media & Communications:** Help maintain/security of facility tech, video, audio & lighting equipment, computers, phone system, wi-fi and other IT equipment and maintenance.
- **Recreation:** Maintain recreational activities on campus, including equipment maintenance. Help guide staff training, scheduling and oversight. Maintain all recreation equipment and facilities including the pond, swimming pool, weight room, stables, alpine tower, repelling/climbing walls, trails, indoor recreational equipment, min. gold course, etc. Secure certification as needed;
- **Vendors:** Maintain vending areas and equipment; alert staff and vendors of vending needs.

IV. Other:

Ministry: Be available to assist with ministry opportunities with the Institute, facility groups, camps and conferences, missions, and other ministry venues.

Other: Be available to assist with other duties as assigned.