



TUCSON

BAPTIST CHURCH

Weekend Custodian Job Description

General Description

The weekend custodian is responsible for ensuring that all church facilities are clean, safe, and ready to support ministry activities. This role plays a vital part in maintaining a welcoming environment for members, guests, and staff, supporting the mission and values of the church through excellent stewardship of the property.

Primary Job Functions

1. Facility Cleaning & Maintenance

- Vacuum all areas, including auditorium, chapel, classrooms, offices, restrooms, and fellowship spaces.
- Clean and sanitize restrooms, restocking supplies as needed.
- Wash windows, mirrors, and glass doors regularly.
- Maintain a clean and organized custodial closet and storage areas.

2. Carpet Cleaning

- Follow an establish schedule on cleaning carpets throughout the buildings
- Ensure rooms are set back up after cleaning

3. Event & Ministry Support

- Set up and tear down tables, chairs, and equipment for services, classes, and special events.
- Facilitate the crossover of school classrooms to growth group classes.
- Ensure rooms are reset to their standard layout after events.
- Ensure campus is locked and alarmed (Saturday-Monday)

4. Provide minimal upkeep on outside grounds

- Water designated plants and shrubs on Monday
- Ensure trash is picked up throughout exterior
- Ensure playground, courtyard, and parking lot are free from debris

5. Sunday Support

- Facilitate opening buildings on Sunday
- Ensure all HVAC systems are turned on and running upon opening buildings
- Provide custodian support for bathrooms and exterior areas as needed
- Facilitate the transition between services (English, Spanish, African, Teens) as needed
- Transition growth group classes back to school classrooms

Compensation

- Guaranteed 40 hours per starting at \$15.25
 - Friday - Monday (10 hour workdays)
- Simple IRA retirement with matching
- Health, Dental, and Vision insurance available
- PTO: One week of paid vacation for 2025, two weeks of paid vacation in 2026+

Requirements

- Must be a committed follower of Jesus Christ and have a heart for ministry
- Must be a member at Tucson Baptist Church
- Must possess strong time management skills and organizational abilities
- Must have a desire to do things with excellence
- Must have a heart to serve
- Must be able to lift and carry up to 50 lbs., bend, climb ladders, and work on feet for extended periods.