

Facilities Manager

Colorado Springs, CO, USA

\$20/hour with benefits | 30 hours/week

Historic Church – Downtown Colorado Springs

We are seeking a **detail-oriented, reliable and hardworking individual** with experience in **facilities maintenance and security** to lead a **ministry of care** at our historic church in downtown Colorado Springs. This role is ideal for someone who takes pride in stewardship, enjoys serving others, and can manage both the practical and relational aspects of church life.

Key Responsibilities

- Maintain a clean, safe, and welcoming environment across all church facilities.
- Perform light maintenance and minor repairs as needed.
- Monitor and respond to safety and security issues with professionalism and care.
- Lead and coordinate volunteer teams for cleaning and upkeep projects.
- Support church operations during services and special events.

Required Skills

- Strong attention to detail and follow-through on instructions.
- Proven ability to lead and work collaboratively with volunteers.
- Excellent time management and organizational abilities.
- Knowledge of cleaning techniques, tools, and maintenance procedures.
- Basic repair skills (e.g., plumbing, light carpentry, painting).
- Experience in handling and de-escalating security situations.
- Respectful and welcoming demeanor toward all church members and guests.

Schedule & Availability

- **Sundays required** with **some evenings** and **church holidays** (e.g. Christmas & Easter)
- Tuesday staff meeting
- Flexible work hours during the rest of the week

Compensation

- **\$20 per hour**
- **Health, Dental, Vision insurance**
- **Retirement Plan**