



Job Title: Church custodian

Hours: Approximately 10 hours a week plus special events. Weekly cleaning of the church needs to occur between Thursday and Saturday each week. There is some flexibility within that time frame, so long as the buildings/rooms are not in use by the church's programs. Special events are most often on Saturday or Sunday.

Responsibilities/Duties:

- Weekly cleaning of the church facilities: Sanctuary, basement-fellowship area, bathrooms, and 2 adjoining buildings with a second story loft and a 3 floor residential building that is currently used for programming (like Sunday School, boy scouts, etc.)
- Quarterly deep-cleaning of the church: waxing floors, cleaning walls/windows, carpets of individual rooms on a schedule you would design.
- Cleaning the church after weddings (for which there would be additional pay)

Accountable to: Pastor and the Staff Parish Relations Committee

Please feel free to contact us to hear more about the position, our church family, and the village of Downs. We love our church and we'd love to share more with you about what we're doing here at Downs UMC.

Church Contact Information:

Downs United Methodist Church Custodian Position
102 S. Seminary; PO Box 49; Downs IL 61736
Phone: 309-378-2651
Email: sprc@downsumc.org

To apply submit a cover letter, resume, and 3 references.

Applications will be considered as they are received. We hope to have the position filled by or before October 30th.