



SEFFNER CHRISTIAN ACADEMY Ministry Position Description

POSITION TITLE: Facility Team

PURPOSE: The position of the Facility Team at Seffner Christian Academy (Ministry) requires the employee to perform ministerial functions, which are an integral part of his/her employment. These ministerial functions include, but are not limited to, leading and/or participating in staff devotions and/or prayer, sharing the Gospel with visitors or others when called upon to do so during the workday, and the written or verbal communication of biblical teachings. The Facility Team will also be required to live on- and off-duty in accordance with the Ministry's statement of faith, code of conduct, and general beliefs.

QUALIFICATIONS: The Facility Team member shall be one who has received Jesus Christ as Savior and Lord. The Facility Team candidate shall be a member in good standing of an evangelical church and shall lead a mature Christian life. He/she shall reflect the purpose and objectives of Christian education and the philosophy and policies of Seffner Christian Academy.

RESPONSIBLE TO: Director of Operations

JOB DUTIES & RESPONSIBILITIES:

SPIRITUAL

1. Maintain a testimony and evidence of a personal relationship with Jesus Christ, committing to biblical standards for all conduct (sexual, interpersonal, etc.) on- and off-campus.
2. Show yourself in all respects to be a model of good works, and in your teaching show integrity, dignity, and sound speech that cannot be condemned, so that an opponent may be put to shame, having nothing evil to say about us. (Titus 2:7-8)
3. Implement biblical principles in dealing with students, parents, staff/administration, including resolution of all conflicts through application of the Matthew 18 principle.
4. Place a daily emphasis on Biblical integration through the curriculum and the willingness to lead Bible studies, chapels, and devotions as needed.
5. Show support for the role of parents as primarily responsible before God for their child's education and assist them in the task.
6. Encourage students to accept God's gift of salvation and to grow in their faith and embrace the reality of their identity in Christ.
7. Be an active and positive force in supporting the school ministry on- and off-campus, placing this ministry in a place of priority.

PROFESSIONAL

1. Be knowledgeable of the policies and procedures of SCA.
2. Complete work orders and communicate status
3. Respond to calls from the office with professionalism and timeliness
4. Perform heavy lifting tasks as needed on campus
5. Clean, sweep, and mop cafeteria daily
6. Keep landscaping maintained
7. Organize and clean maintenance shop
8. Clean all golf carts
9. Other duties assigned by the Director of Operations

PHYSICAL

1. The Facility Team is regularly required to stand and walk the various distances across campus multiple times a day.
2. The Facility Team is frequently required to sit, reach, climb, balance, stoop, kneel, crouch, crawl, talk, see and hear.
3. Ability to work in environments where the noise level is unusually high.
4. Regularly lift and move up to 50 pounds and frequently lift and move up to 50 pounds.
*Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Signature: _____

Date: _____