

Job Title:	Facility Director	Employment Type:	Full Time
Department:	Maintenance/Facility	FLSA Classification:	Exempt
Reports To:	Primary: Operations Executive Pastor Secondary: Lead Pastor	Compensation Type:	Salary
Location:	All campuses & CCC owned properties	Weekly Hours:	40 hours or more
Supervises:	Maintenance/Facilities Department and Difference Makers	Housing Allowance:	N/A

General Summary of Duties: Oversee janitorial teams, grounds teams, facilities employees and all properties owned by Crossroads.

Duties and Responsibilities (includes but is not limited to):

- Carry & cast the vision of Crossroads to lead the Maintenance/Facilities Department.
- Oversee all aspects of the organization's values, *We become more like Jesus together, Worshiping God is a big deal* and *All people matter* are executed.
- Hire, lead, coach and invest in all members of the Maintenance/Facilities Department.
- Create and execute a budget for the department.
- Lead teams of volunteers, employees and contractors for building related projects.
- Oversee and maintain church equipment and vehicles including buses.
- Utilize a software system to plan, track and record maintenance activities.
- Network with other organizations to stay current and ensure Crossroads is performing efficiently.
- Assess and organize maintenance and custodial activities for all buildings and campuses.
- Other duties as required.

Requirements:

Employment at Crossroads Community Church:

- Endorses and supports the 10 biblical doctrines professed by Crossroads Community Church.
- Will be a member of Crossroads & fulfills the expectations therein

Position:

- Must be able to handle the demands of meeting people where they are and helping them take their next steps with Christ.
- Must be detail oriented to handle administrative work.
- Must have good leadership and interpersonal skills to interact with employees, volunteers, community members and vendors.

Education:

- Bachelor's Degree or equivalent work experience is preferred.

Interested candidates can email their resumes to resumes@ecrossroads.org