



**broomfield**  
united methodist church

**Job Posting – May 26, 2022**

**Position: Custodial-Facilities Assistant**

**Status: Part-time (25)**

**Rate: Starting \$15.00-16.00/hr**

**Location: Broomfield, CO**

Broomfield United Methodist Church is immediately hiring two Facilities Assistants. Both positions are part-time (16-25 hours per week) non-exempt hourly working with the Facilities Manager and other facilities team members to care for the church.

**Job Description:**

- Complete set-ups for church events, groups and/or meetings held in the church
- Provide facilities support such as general cleaning, trash management, restroom care, vacuuming, stocking supplies and minimal snow removal
- Facilities representative on weekends to provide customer service to congregation and building guests
- Provide on-call snow removal services

Candidates who are team players, have a strong work ethic, with positive attitude are encouraged to apply, we will train. Friendly, supportive environment with a great staff.

**Compensation/Benefits:**

Compensation is based on experience. Hourly range \$15.00-16.00. This position is eligible for accrued paid-time-off (PTO) and up to 12 paid holidays off annually (depending on typical work schedule).

**Equal Opportunity Employer:**

BROOMFIELD UMC treats all employees equally and fairly regardless of their race, gender, national origin, color, age, marital status, sexual orientation, sexual identify or disability in employment. As a religious organization BROOMFIELD UMC is allowed to consider religion/religious beliefs and the religious requirements of the United Methodist Church in our employment.

BROOMFIELD UMC complies with and abides by all regulations in this classification as prescribed by law.

Cover letter and resume may be directed to: Mindy Davidson, Director of Operations at [mindy.davidson@broomfieldumc.org](mailto:mindy.davidson@broomfieldumc.org).

Inquires may be directed to: Bob Ramirez, Facilities Manager at [bob.ramirez@broomfieldumc.org](mailto:bob.ramirez@broomfieldumc.org) or 720-880-5218.