



**JOB TITLE: BUILDING MANAGEMENT TECHNICIAN**

**REPORTS TO: DIRECTOR OF BUILDING MANAGEMENT**

**JOB PURPOSE:**

To assist Building Management in the overall function of the operations and systems of Stonebriar Community Church's physical facilities.

**MISSION STATEMENT:**

It is the job of Building Management to provide a safe, secure, and distraction-free place of worship.

**DUTIES AND RESPONSIBILITIES:**

Including but not limited to:

- Provide support with scheduling HV/AC and access control systems of SCC.
- Provide support in maintaining and repairing physical structures, buildings, mechanical, electrical, and plumbing systems and equipment of SCC.
- Provide support in troubleshooting and correcting electrical and lighting problems.
- Provide support for events of SCC.
- Provide support in creating and completing general maintenance tickets.
- Work with vendors to provide assistance to the Building Management team.
- Perform any duties as assigned by the Director of Building Management.

**TEAM MEMBER CONTRIBUTION:**

Actively contributes to the improvement of the ministry of SCC and provides prayerful support.

- **Teamwork:** Functions well with co-workers, treating them with honor and grace.
- **Spiritual Encouragement:** Encourages spiritual focus and commitment by modeling the Core Values of SCC.
- **Improvement of Ministry Operations:** Contributes toward the improvement of the ministry as a whole.

**QUALIFICATIONS:**

- Personal relationship with Jesus Christ
- Servant's heart
- Ability to work well with others
- Teachable and open attitude
- Commitment to the Statement of Faith and Core Values of SCC

- Integrity and honesty
- A hard worker with initiative
- A self-starter requiring little supervision
- Relates well to the public
- Basic knowledge of electrical, lighting, plumbing, and HV/AC systems
- Able to work from ladders and other elevated platforms
- Capable of lifting and maneuvering 75 pounds

**JOB STATUS:**

Full-Time  
Full Benefits  
Non-Exempt