



Our Lady of Perpetual Help
Fiat Voluntas Tua

JOB DESCRIPTION:

Maintenance Ministry *Volunteer*

GOAL OF POSITION

Volunteers will fulfill a variety of tasks related to maintaining, beautifying, and enhancing the buildings, grounds and equipment of OLPH so that the parish is safe, hospitable, and conducive to the worship of God and fellowship with one another.

RESPONSIBLE TO

Maintenance and Facilities Manager; Maintenance and Facilities - Ministry Liaison and OLPH Pastor

JOB DESCRIPTION

A Maintenance Volunteer could be responsible for, or may assist with:

- 1. A variety of facility and equipment maintenance duties. May perform various routine maintenance and repairs including carpentry, electrical and plumbing duties based on skill level and experience*
- 2. Installations, repair and renovations to buildings and equipment*
- 3. Timely snow and ice removal from parking lots, ramps, and walkways*
- 4. Lawn and landscaping duties*
- 5. Drywall repair and painting duties*
- 6. Moving and transporting furniture and equipment*
- 7. Operating and maintaining gas powered equipment including plow and lawn equipment*
- 8. Cleaning of church, parish hall, and grounds*
- 9. Assisting with special projects as required*

Volunteers with skilled trades certifications and specialized skillsets particularly needed.

TIME REQUIRED

1 hour/month. Varies, but may include regular monthly commitments (e.g cleaning) as well as seasonal commitments (e.g. snow clearing and landscaping) and specific time periods for special projects and in response to Parish needs.

LENGTH OF COMMITMENT

1 year, renewable.



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TRAINING PROVIDED

Standard parish orientation and on the job training and direction.

QUALIFICATIONS AND SPECIAL SKILLS

Maintenance ministry volunteers may need to be physically fit, able to work in a variety of conditions including outside in cold and hot weather, highly responsible and motivated, and able to work independently and as part of a team. Volunteers should have a hospitable demeanor and demonstrate humility and a willingness to continue to develop.

BENEFITS OF THIS POSITION

Being a member of the maintenance ministry offers a variety of benefits including the satisfaction of maintaining and beautifying the Parish buildings and grounds to the benefit of the parish community and for the worship of God. Working alongside other volunteers also provides an excellent opportunity to build fellowship and community with fellow parishioners.