



Job Description

Position Title: Outdoor Facilities Support

Reports To: Director of Facilities and Maintenance

Revised: 05.27.26

Department: Campus Support Team

Status: Part-Time; hourly, non- exempt

Campus: All

Primary Purpose

The Outdoor Facilities Team Member helps create a clean, safe, and welcoming environment, mostly at the Dover campus, but from time-to-time will require travel and work at other campuses. This role supports the upkeep and appearance of outdoor spaces through landscaping, ground maintenance, and general facility support. Through the empowerment of volunteers, this position will play an important part in inspiring people to follow Jesus.

Essential Functions/Key Result Areas

Directly responsible for the oversight of following areas of ministry across NewPointe's campuses:

- Recruit, train, develop, and lead volunteer teams for outdoor facility-related needs.
- Maintain outdoor spaces including mowing, trimming, edging, mulching, and cleanup
- Operate lawn care and landscaping equipment safely and effectively
- Assist with snow removal and ice management during winter months
- Support campus setup and teardown needs as requested
- Perform routine maintenance and basic repairs on outdoor equipment
- Help maintain parking lots, sidewalks, and exterior areas to ensure safety and appearance
- Work alongside staff and volunteers to support campus events and projects
- Other duties as assigned

Position Requirements

Supervisory

- Lead volunteers

Knowledge/Skills/Abilities

- Significant mechanical aptitude (electrical, mechanical, plumbing, troubleshooting)
- Basic familiarity with MS Word, Excel, and Outlook
- Willingness to learn other software as needed
- Able to safely operate equipment such scissor lift, skid loader, trucks, forklift, etc.
- Must be willing to work evenings and weekends.

Qualifications

Education: High School Diploma preferred

Experience: Minimum of three years of experience in facilities management and team leadership that will provide the level of leadership, knowledge, skills, and ability required to perform the responsibilities described above

Physical Activities/Requirements (with or without accommodation)

- Able to stand for long periods of time
- Able to lift 50 pounds
- Able to operate motorized lawn equipment
- Able to drive and operate a skid-steer
- Ability to work in various outdoor weather conditions
- Valid driver's license
- Ability to back up a truck with a trailer attached is a plus
- Self-motivated, dependable, and team-oriented

Personal and Spiritual Requirements

- Professes Jesus Christ as Lord and Savior
- Commitment to personal spiritual growth and healthy lifestyle
- Models standards and expectations of leaders within NewPointe, including ...
 - Tithe (within 3 months of hire). A tithe is giving 10% of your income to the ministry of the local church at NewPointe.
 - Participate in small group accountability
 - Regular attendance at NewPointe services

At NewPointe we value working though people to accomplish goals, as well as personally contributing at a level that requires God's help. By maintaining these priorities, we will put ourselves in a position where we can continue to strive for excellence and value reaching lost people.

ACKNOWLEDGMENT

I acknowledge that I have read the above job description and can perform the essential functions of the position with or without accommodation.

Applicant Signature/Date

Management Signature/Date