



First Presbyterian Ukiah
514 West Church Street
707 468-9235

www.fpcukiah.org
www.facebook.com/firstpresbyterianchurchukiah

Office Hours:
Mon-Thur, 9am-1pm

David Rodriguez, Pastor
707-391-3888

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707-391-0021

Denise Beckler,
PRESBEAT Editor,
Office Manager/Music Director

July 24 - August 21
Apprenticeship
with Jesus sermon
series and small group
study - look for more
information inside!



"Apprenticeship With Jesus"

Beginning on July 24, we will start a five week series of sermons on what it means to be an apprentice of Jesus. I have been reading the book, "Apprenticeship With Jesus" by Gary Moon and I have found it to be very helpful in my own personal relationship with the Lord. I'll be preaching on the new insights I have gained.

Copies of the book are will be available for purchase at the church and from book stores.

This book includes 30 daily devotionals for which are very inspiring. Please join me during the next month in learning more about what it means to be an apprentice of Jesus.

*In Christ,
Pastor David*

Our pastors are thankful to be serving our congregation, not only in worship but even more so in relationships. They also need their private space, as we all do. If you have church related business to discuss with them, we prefer you do not drop by their homes unannounced in order to do so. They are always available by phone or email for visits, appointments and emergencies, and their schedules are flexible. Their contact info is above. Thank you!



Ask a crowd of Christians whether they believe in Jesus as Lord and Savior, and all hands will go up. Ask the same crowd whether they live like Jesus, and most of the same hands will come down. Why is this? Why is it so hard to bridge the gap between belief and real life?

Join us for a 30-day
Apprenticeship with Jesus
Experience!

Starting on July 24, Pastor David will begin a five week series of sermons on what it means to be an apprentice of Jesus. "I have been reading the book, "Apprenticeship With Jesus", by Gary Moon, and I have found it to be very helpful in my own personal relationship with the Lord. I'll be preaching on the new insights I have gained", says David. This book includes 30 daily devotionals which are very inspiring. Please join us in learning more about what it means to be an apprentice of Jesus.

Along with the sermon series we will offer Study Groups that will meet weekly. Here you will have the opportunity to share what you have learned through the readings and the sermons.

There are sign up sheets for the groups available in Bromley Hall on Sundays and in the church office during the week. The book "Apprenticeship with Jesus" is will also be available for \$12.50.

Groups available:

Sunday - 11:15 am
Tuesday - 8:30 am
Tuesday - 5:00 pm
Wednesday 7:00 pm

Financial Update

First Presbyterian Church of Ukiah
Financial Summary as of 5-31-2016

As of May 31, 2016	Total \$\$
Income	\$ 95,248.00
Expenses	\$ 111,492.00
Difference	\$ -16,245.00

Balance in Checking Account	Total \$\$
Non-Designated Funds	\$ 19,943.04
Designated Funds (detail below)	\$ 41,142.10
Total Balance in Checking	\$ 61,085.14

Balance in Savings	Total \$\$
CD's	\$ 44,015.68
Mutual Funds	\$ 22,968.05
One Time Special Gift in 2014	\$ 46,416.08
Total Balance in Savings	\$ 113,399.81

Detail of Designated Funds in Checking Account

Missions	\$ 0.00
Hispanic Ministries	\$ 1,084.24
Hispanic MicroLoans	\$ 1,010.00
Mission Trip	\$ 8,407.20
Per Capita	\$ 269.20
Flowers	\$ 4.55
Deacons	\$ 21.00
General Memorial	\$ 23,594.84
Camperships	\$ 929.12
Building and Grounds	\$ 5.00
Compassionate Ministries	\$ 1,250.60
Senior Ministries	\$ 11.58
Youth Ministries	\$ 0.00
Children's Ministries	\$ 0.00
Vacation Bible School	\$ 28.42
Childrens Playground	\$ 4,346.30
Fellowship Meals	\$ 180.05
Total	\$ 41,142.10

We now reporting on a calendar year so this represents January-May, or 5 months of activity. We are currently overspent to our income by (\$16,245). Our full year number is forecasted to be a deficit of (\$17,518) to our income. This represents almost one month worth of giving. Please ensure that your giving is keeping up with your pledges. If you have not remitted your per capita for the year of \$29.60/member, please do so.

Lost & Found!!!

.....

There are several items on the coat stand in the office wing. Please check for missing jackets. Whatever is left will be donated to the PW Rummage Sale!

Presbyterian Women NEWS

PW Rummage Sale

As we've done in the past, M-Tu-W (July 11-13), become days we set up and set out all things RUMMAGE. **Actual sale days will be Thurs. – Sat. July 14-16** - with our "FAMOUS \$1.00 A BAG" day, ending early Saturday afternoon so we can clear the decks, pack it in and tidy it up, all in time for Sunday morning Worship. So, now's the time to begin sorting, sifting and setting aside all those items too small, too large, or just not your style. We love furniture, furnishings, household items and all things for those "MEN/BOYS/GUYS" too! Sports, we love having stuff for those folks. Little baby's too. We cannot take infant car seats, or things that are damaged, soiled and/or are not useable because that means we will have to make a dump run because they cannot be donated to Hospice or other organization.

P.W. supports our mission giving both here locally and in Lake County, in California and in the U.S., and some internationally, and we have supported those who have gone on mission trips.

We've seen so many community members who come to the church rummage sale and how much of an outreach it has become. Many of those who support this effort, are repeat customers from our Ukiah community and ask us when will our next one be. It is always well attended and well utilized, both for our Hispanic and Caucasian community members. We who work so hard to prepare for it, offer our work and the items set before our fellowship hall unto God and ask that we might be His hands and feet as we serve our local community.

Need a hand? Or help dropping things off?
Call Jaunita @ 263-5534.

PLEASE, do not leave items outside the church building. Please bring them into Bromley Hall and place them on the stage, the week beginning July 1st. Questions??? Please call Jaunita @ 263-5534, or Denise in the Office.

PW Bible Study

We will continue throughout the summer months meeting the 2nd Weds. each month, 1:30 p.m. in either the library or James Rm., sharing the facilitating of the newest book, "Outrageous Joy"! This is a book discussion group and all women are invited to join us. There are a couple of available books in the church office for your use. July 13, Chapter 3, Cleda Erickson, Facilitates.

July BIRTHDAYS

★	2 Bernice Damon	★
	Kelsey Ingalls	
★	6 Helen Nicolaisen	★
★	8 Randy Beckler	
	10 Meliah Singleton	
	14 Perrine Kirchen	★
★	20 Hannah Hedges	
	21 Ethan Haselswerdt	★
	22 Juanita Coddington	
★	Bryce Gilman	
	Rick Klug	★
	24 Alan Grass	★
	25 David Holland	
★	Rowland Pringle	
	26 Diego Manzo	★
	30 Bob Schultz	★
	31 Cherie Alton	

Job Opportunity

Facilities Maintenance Assistant Position opening at FPCU

Part-time hourly position to perform general and light maintenance, event setup, and evening security. There is a full description of the job included in this edition of the Presbeat.

Might This Be YOUR Mission?

We have recently received a phone call from a woman in town who wants to come to church but has no ride. As we are an aging population, we may be seeing more requests like this. Would you like to be part of this community out-reach? If you come to church regularly, we can sure use your help. No need to worry about missing a Sunday here and there as we can all "share the load" (pun intended!).

If you can help in this ministry, please let Denise know in the church office, denise@fpcukiah.org or 463.9235

A Hand Up, not a Hand Out



A hand up, not a hand out. This is the motto for Habitat for Humanity. This non-profit works all over the world making homes for families who are unable to build or own their own home for financial reasons. They work with impoverished people internationally to make sure as many people as possible don't have to be homeless.

Our neighbors in Lake County have always struggled with economic issues. Habitat for Humanity has been part of their community for eighteen years, building 20 homes and fixing countless others over the years.

When the fires hit in Lake County last year, burning thousands upon thousands of acres, Habitat for Humanity sprang into action. 2,000 homes were lost in the four major fires in 2015, so Habitat has their work cut out for them. They are building up their staff and funding to help the poorest who lost everything.

Eight of us from Ukiah got the pleasure of going over there to help Habitat in their efforts to rebuild Lake County. We spent five days over there camping right on Clear Lake.

On Monday and Tuesday we drove out east of the city of Clear Lake along highway 20 to a home that had been burned by the Rocky Fire last July. Walter had lost everything in the fire and has been living on the land in a converted bus for the past year. At this work site they needed to get water to the home site, which was several hundred feet yards below the building area. There was a well on the lower end of the property and the water needed to be pumped up to a water tank and then down to the home site. They had a trench digger for the open part of the hill, but much of the hill was too steep. So our job the first two days was to dig the trench for the pipes, lay the pipes, then fill in the trench. It was back breaking work through rock with picks and shovels, but it was wonderful to see the end result at the end of the second day and know that Walter now has fresh water to the spot that will someday be his home again.

On Wednesday we drove up to Cobb Mt, to an area called Whispering Pines. Most of this area was burned during the Valley Fire last September. Habitat had a piece of property that was donated to them after the family lost everything in the fire and moved on to a different location. The lot needed to be prepared for building, and that included finding all the uncharted water pipes that ran through the property. They need to cap the pipes and reroute them so the neighbors can still have water but the old broken pipes aren't leaking all over the property they need to build on. We spent the whole day, once again with shovels and picks, finding and uncovering buried pipes.

On Thursday we helped Habitat build a fence around a property that was getting trashed and dumped on by the neighbors. They had used an auger to initially dig post holes through the rocky soil, and then we worked to clean the holes, mix the cement, and set the fence poles in the holes. It took the whole day to do this project, but I guarantee there has never been a straighter and more perfectly set fence.

We were looking forward to putting up the fencing on the poles we set the day before, but Habitat needed us on another project for Friday. Habitat has several storage units in the Clear Lake and Lower Lake areas where they keep supplies and tools. Over the last 18 years these storage units has become a jumbled mess. So we spent the day clearing and organizing one of their storage units. It was a blessing to be able to work inside on the one day that it rained!

There may have been eight of us that went on the trip, but the whole church made it possible. Thank you all for your support through prayer, giving, and helping with the fundraiser. It was a blessing to know that we could leave for the week and all of you were taking good care of the church and its' ministries while we were gone. Thank you.

We are talking about taking a day or two later this summer or in the fall to go over and help again. If you are interested please let me know!



God Bless America

*God Bless America,
Land that I love.
Stand beside her, and guide her
Thru the night with a light from above.
From the mountains, to the prairies,
To the oceans, white with foam
God bless America, My home sweet home.*

Six Things You May Not Know About “God Bless America”

If you grew up in the United States, chances are you can sing “God Bless America.” You might not remember exactly where you learned it, but you probably know most of the words, and you may find yourself singing along with the simple melody. Although it has become a part of our American consciousness, the history of “God Bless America” is more complex than it seems. Here are some things about the song that may surprise you:

- 1. It was written by the same composer who wrote “White Christmas.”** Having attained the “composerless” status of an anthem or a folk song, Irving Berlin originally wrote the song in 1918 as the finale to an all-soldier revue called Yip, Yip, Yaphank, but he ultimately decided not to include it, tucking it away in his trunk of discarded songs.
- 2. When it was first performed by Kate Smith in 1938, it was considered a “peace song.”** Berlin rediscovered his old song in 1938, looking for a “peace song” as a response to the escalating conflict in Europe. He made changes to it and gave it to radio star Kate Smith to perform on her radio show on the eve of the first official celebration of Armistice Day—a holiday originally conceived to commemorate world peace and honor veterans of the Great War.
- 3. It was boycotted by the Ku Klux Klan.** Since Berlin was a Jewish immigrant (born Israel Baline, the son of a Jewish cantor who fled persecution in Europe), there were some who questioned both his right to evoke God and to call the United States his “home sweet home.” In 1940, the song was boycotted by the KKK and the Nazi-affiliated German American Bund.
- 4. It has a long connection with sporting events.** In 1940, it was played at every Brooklyn Dodgers home game, and during halftime at college football games. In 1966, the Chicago White Sox briefly replaced the national anthem with “God Bless America,” though Berlin himself urged the team to return to the national anthem. In the 1970s, replacing the anthem with “God Bless America” became a good-luck charm for the Philadelphia Flyers hockey team. And “God Bless America” was added to the seventh inning stretch after the September 11th attacks in 2001.
- 5. It first appeared in film in *This is the Army* (1943), starring Ronald Reagan.** In 1943, it made its movie debut in *This is the Army*, starring Ronald Reagan (known for his intertwining of politics and religion, using the song and phrase “God Bless America” at campaign rallies and presidential events). In fact, Reagan first appears on screen while the song is playing.
- 6. It is a source of revenue for the Boy Scouts and Girl Scouts.** Irving Berlin himself has never made money on the song; in 1940, he created the God Bless America Fund, through which all royalties have been donated to the Boy Scouts and Girl Scouts (now focused on the scouts in the greater New York City area). The song will remain under copyright until the year 2034.

MISSION News

Be A Part of Missions!

Be A Part of Mission Work! Would you like to get involved with the Missions of our church and have a heart for outreach? If so, we would love to have your input and inspiration. We meet the 2nd Wednesday of each month at 11:00am.

Cents-Ability Program

Save your cans! We are collecting soup, veggie cans etc. for the Sunday School Children to decorate for our Cents-Ability program. Each person/family who participates can use their can to collect their offerings during the month and bring them to church the first Sunday of each month beginning August 7th. The cans will be available for pick-up on July 31st. For a few cents a meal we can help our Presbytery's Hunger Task force feed the hungry in our community. Last Year they funded 28 grants for a total of 30,000! It's amazing what God can do with a few pennies!



Nor Cal Ministries Day-Shelter

Our new location is: **888 North State Street, Ukiah.** In front of the Food Bank. We opened our doors mid June and served 100 clients in our first week. PTL!

Currently our short term mission is to provide a healthy breakfast, served with an encouraging Word of the day. As well as offering services in the afternoon such as a **12 -step program, counseling, and mentoring.** Our hours of operation are Monday-Friday, 7am to 11:30 am with afternoon of 1pm to 5 pm. The mobile van will transport folks to Plowshares for an afternoon lunch and evening dinner.

Needs:

- * Prayer - an up-to-date email chain available
- *Volunteers - flexible hours - wide variety of interests.
- *We are a little over 50% funded for 2016, please prayerfully consider becoming a financial partner.
- *For a detailed list of items needed please visit our website, www.norcalchristianministries.org
- *Look for future our newsletter and "Like" us on Facebook to stay updated.
- *If you want to help contact:

Tony Huerta 481-8398 - Nor Cal Christian Ministries PO Box 1502 Ukiah, Ca 95482

Chili Cook-Off

We have a wonderful Sunday planned for you on August 28th. It is Fall Family Kick-off, Brent Vernon the puppeteer will be joining us during our Worship service. We will top off the morning with our in-house Chili Cook-off directly following the worship service. Bring your family and friends and join us for this fun-filled event.

Do you think your Chili can win it all? Sign-up by contacting Michele Young @ 462-1856 or Kelsey @kelsey@fpcukiah.org The community Chili Cook-off will be held on Friday, September 9th.

Petal for Protein

Pedal for Protein: September 18-22, 2016 - The 3rd Annual Northern CA Ride organized by The Hunger Task Force of the Presbytery of the Redwoods, will use the donations to support food pantries with health protein food. Due to the efforts of this fundraiser, the Presbytery was able to contribute a \$1,000 last year to Ukiah's food bank. On Sunday, September 18th our church will have the pleasure of hosting the Presbytery's bicyclists on their first stop in their five-day ride from Mendocino to Rockville. We will provide a refreshing snack, dinner and overnight accommodations (volunteers?) with a nutritious breakfast to help them with the ride ahead! If you would like to provide a financial support, participate as a rider, or volunteer – Please go to <http://www.imathlete.com/events/PedalforProtein>.



Pumpkinfest

October 15 and 16 2016!

First Pres will have a booth providing information on all of the wonderful activities and services our church provides and also a fun game for the kids to play. We will need volunteers to man the booth over the weekend - just a few hours a shift. Get in the fall spirit and come out and enjoy our community in this fun, family event.





LET ME TELL YOU
A STORY...



There once were 10 children

who were chosen to embark on a journey of epic proportions to bring African song and dance to the people of America. Equipped with nothing more than songs in their hearts and dance moves in their heads, they traveled across vast seas and mountain tops to arrive at our shores. Their purpose? **To change children's lives.** They want to share with you the hope and love they found through child sponsorship and invite you to start your own journey together with a child.



Please join them

July 27, 2016 - 7:00 pm

First Presbyterian Church, corner of Dora/Perkins

July 2016

Key to rooms: L = Library JR = James Room BH = Bromley Hall
N = Nursery YR = Youth Rm

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
	David out of office: July 4-10	Kelsey out of office: July 10-15 July 17-23 at Westminster Woods			10:30 am Multiplicity - JR	8:00 am Work Day
3	4	5	6	7	8	9
10:00 am Worship Celebration - Sanctuary 11:00 am Coffee & Fellowship - BH	Independence Day Church Office is Closed	7:00 am Men's Bible Study - L 8:30 am Serendipity Bible Study - L 10:30 am Multiplicity - JR 6:00 pm AA - Cafe	10:30 am Multiplicity - JR 1:30 pm PW Bible Study -JR 6:00 pm Worship Team	10:30 am Multiplicity - JR 6:00 pm - AA Boy scouts - BH	10:30 am Multiplicity - JR	
10	11	12	13	14	15	16
10:00 am Worship Celebration - Sanctuary 11:00 am Coffee & Fellowship - BH	10:30 am Multiplicity - JR PW Rummage Sale collection/set-up 1:00 pm Worship Committee 6:00 pm Cub Scouts - B	7:00 am Men's Bible Study - L 8:30 am Serendipity Bible Study - L PW Rummage Sale collection/set-up 10:30 am Multiplicity - JR 6:00 pm AA - Cafe Resource Council	10:30 am Multiplicity - JR 11:45 pm Romeo's PW Rummage Sale collection/set-up 6:00 pm Worship Team 7:00 pm Pastor Bible Study - L	PW Rummage Sale 10:30 am Multiplicity - JR 5:30 pm Deacons 6:00 pm Boy scouts	PW Rummage Sale	PW Rummage Sale
17	18	19	20	21	22	23
FATHER'S DAY 10:00 am Worship Celebration - Sanctuary 11:00 am Coffee & Fellowship - BH Mission Trip to Lake County through 6/17	9:00 am Church Staff Meeting 10:30 am Multiplicity - JR 1:00 pm Worship Committee	7:00 am Men's Bible Study - L 8:30 am - Serendipity Bible Study - L 10:30 am Multiplicity - JR 12:00 Family Council - L 6:00 pm AA - Cafe Resource Council - L	10:30 am Multiplicity - JR 6:00 pm Worship Team 7:00 pm Pastor Bible Study - L	10:30 am Multiplicity - JR 6:00 pm Session - L AA - Cafe Session - L	10:30 am Multiplicity - JR	
24	25	26	27	28	29	30
10:00 am Worship Celebration - Sanctuary 11:00 am Coffee & Fellowship - BH 11:15 am Apprenticeship Study Group - L 6:00 pm #SWAG - YR	9:00 am Church Staff Meeting 10:30 am Multiplicity - JR 6:00 pm Cub Scouts - B	7:00 am Men's Bible Study - L 8:30 am Apprenticeship Study Group - L 10:30 am Multiplicity - JR 5:00 pm Apprenticeship Study Group - L 6:00 pm AA - Cafe	10:30 am Multiplicity - JR 11:45 am ROMEO's - Maple cafe 7:00 pm Uganda Children's Choir - Sanctuary	10:30 am Multiplicity - JR 5:30 pm Deacons - JR 6:30 pm Cub Scouts - B	8:00 am Lifeline Screening 10:30 am Multiplicity - JR	MC Youth Project Fund Raiser



CELEBRATION!

Philippians 1: 3-5

3 I thank my God every time I remember you. 4 In all my prayers for all of you, I always pray with joy 5 because of your partnership in the gospel from the first day until now,

Good News, Great Joy: Celebrating 2015

INTERNATIONAL TOTAL: 11,213,010

UNITED STATES: 8,765,637

WEST COAST: 608,000

Thanks to the partnerships of churches and individuals like you, we are reaching more children than ever with the Gospel, it is with heartfelt gratitude I thank God for your participation in the Operation Christmas Child Shoebox Project.

The Greatest Journey Stats 2010-2015

Year	Teachers Trained*	Children Enrolled	Children Graduated	Reported Decisions**	Praying/ Sharing
2015	131,790	2,719,061	1,983,695	1,240,401	1,451,192
2014	96,750	1,883,721	1,378,740	988,690	1,014,228
2013	59,413	1,166,831	793,613	502,883	569,543
2012	39,725	707,739	496,947	290,991	352,515
2011	30,124	732,543	401,402	271,990	283,444
2010	14,846	270,711	169,277	102,351	75,129
Total	372,648	7,480,606	5,223,674	3,397,306	3,746,051

* Teachers Trained may include participating teachers from previous years. The number is only specific to the total number of teachers trained for a given year.

** Some children do not complete the course, but do make a decision for Christ. Each decision is reported. Includes family and friends making decisions for Christ at the TGJ graduation event.

If you have any questions, or would like to know more about becoming a year round volunteer with Operation Christmas Child, please get in touch with me. We would be blessed to have individuals on our team who have a passion for reaching children for Christ.

His Love and Mine,

Sue Evans, North Bay Area Coordinator

Email: Operationsshoebox55@yahoo.com Cell: 707-548-8426



Building Life on the Rock of Jesus!

VBS is August 1-5 from 5:30-7:30 in the evening (dinner provided). The ages are 3-years-old through 5th grade.

Register online at: <http://goo.gl/forms/IU1SAqO8Xs>

Or

Email or Call Kelsey or Dory to enter info manually

Kelsey@fpcukiah.org 391-0021 or dhaselswerdt@yahoo.com 272-3918

Volunteers!

We have several gracious volunteers so far, so thank you abundantly to those who have committed your time to this ministry!

Our usual head count for VBS is around 50 kids! So....we still need more volunteers for the following opportunities:

Block Groups: Lead a small group of kids from one activity to another

Praise Team: Music leaders for the opening and closing portions of the evening

Space Missions Pad: Assist and encourage kids with their craft projects

Pirate Park Games: We have a leader, need assistant(s) for this activity

Decorations: Preparing (anytime prior to VBS) and Setup (Sunday, July 31st)

#SWAG kids are totally welcome & encouraged to sign up as volunteers!!



FIRST PRESBYTERIAN CHURCH
Ukiah, California

Position Description: Facilities Maintenance Assistant (FMA)

Incumbent: Vacant

Department: Buildings & Grounds

Effective Date: June 19, 2016

Remuneration: \$12.00/hour

I. POSITION SUMMARY:

Under the general supervision of the Office Manager, perform general maintenance, light maintenance, event setup and security of the church building.

II. ACCOUNTABILITY:

Works under the direction of the Office Manager with oversight from the Senior Pastor. Maintains close relationship with the Buildings & Grounds Elder.

III. ESSENTIAL FUNCTIONS:

Representative maintenance duties include, but may not be limited to:

- Vacuum, sweep, scrub and/or mop restrooms, kitchen, fellowship hall, and library floors as needed;
- Clean, scrub and sanitize counters, sinks and fixtures in restrooms and kitchen
- Fellowship Hall and Café: return furniture to appropriate setup, if needed
- Restrooms:
 - Restock paper and soap supplies as needed in restrooms;
 - Empty trash cans
- Kitchen
 - Empty dishwasher when needed
 - Clean outside of appliances
 - Empty trash cans
- Sanctuary: tidy the room prior to Sunday
- Report safety and sanitation hazards as appropriate;
- Pick up litter from grounds and building (inside and outdoors)
- Curbside garbage
- Every other week, cleaning will include the Sanctuary, Nursery/Preschool and Sunday School Rooms
 - Vacuum, scrub and/or mop floors
 - Clean nursery restroom
- Perform related duties, as assigned.

Representative security duties include, but may not be limited to:

- Ensure all doors are closed and locked;
- Report any unlocked doors on Time Sheet notes;
- Report any breach of security to the Ukiah Police Department and the Buildings & Grounds Elder immediately

Representative event setup duties include, but may not be limited to:

- Set up tables/chairs as required.
- Subsequent cleaning after event, including but not limited to sweep/mop floors, empty trash. Report major cleaning issues to Office Manager for subsequent billing to renter.

IV. EMPLOYMENT STANDARDS:

Knowledge of:

- Basic methods, materials, tools and equipment used in maintenance work and routine maintenance;
- Safe work practices
- Proper methods of storing equipment, materials, supplies;
- Proper lifting techniques;
- Interpersonal skills using tact, patience and courtesy.

Ability to:

- Perform routine maintenance activities;
- Inspect and assure the security of the facility;
- Use cleaning materials, equipment and methods according to predetermined standards;
- Learn and apply knowledge of the procedures and use of equipment and supplies used in maintenance work
- Learn appropriate safety precautions and procedures;
- Move and lift heavy items;
- Plan and organize for minor repairs;
- Work with Office Manager, Pastors, and Buildings & Grounds Elder on special and emergency assignments;
- Observe and report need for maintenance and repairs;
- Understand cautions on labels, signs on chemical bottles, etc.;
- Maintain regular and reliable attendance.

V. MINIMUM QUALIFICATIONS:

- High School Diploma or equivalent;
- Sufficient training and/or experience to demonstrate the knowledge and abilities listed above;
- Meet the physical requirements necessary to perform assigned duties safely and effectively, including lifting fifty (50) pounds on an occasional basis and in excess of fifty (50) pounds with assistance.

VI. WORKING CONDITIONS:

- Indoor and outdoor environment;
- Subject to regular exposure to fumes, dust and odors;
- Dexterity of hands and fingers to operate various maintenance tools and equipment;
- Climbing ladders
- Heavy physical labor
- Seeing to perform various work assignments;
- Standing, walking, twisting, stooping, crouching, kneeling, bending over at the waist, grasping, reaching overhead, above the shoulders and horizontally, pushing, pulling and moving, lifting and/or carrying 0-50 pounds to waist height.
- Hazards include exposure to cleaning chemicals, and working at heights.

VII. TIME EXPECTATION:

The duties of the Facilities Maintenance Assistant are expected to require up to 26 hours every two weeks. Maintenance duties may require up to 21 hours and Security duties require approximately 5 hours. Security duties are to be performed after 8:00 pm. The working of additional hours must have prior approval of the Office Manager or Senior Pastor and so noted on the timecard. Hours will be paid from the timecard only.

VIII. EVALUATION:

The Senior Pastor, Office Manager, and Chair of the Personnel Committee, will complete a performance evaluation annually. The Personnel Committee shall review the adequacy of compensation annually.

IX. ACKNOWLEDGMENT:

We have read this description and believe it to be accurate.

Facilities Maintenance Assistant

Date

Office Manager

Date

Senior Pastor

Date

Personnel Elder

Date

This job description indicates, in general terms, the type and level of work performed and responsibilities held by the employee. The church reserves the right to add to, delete, change or modify the job duties at any time.