



Campus Caretaker-DWT and Building Maintenance

HAYWOOD ST

The Campus Caretaker ensures that the Haywood Street Campus is a safe, welcoming, and hospitable place for all. This is accomplished by tending to the care and maintenance of the Downtown Welcome Table and Haywood Street Church Building. The Campus Caretaker must perform their duties in a way that supports Haywood Street's radical embrace of individuals experiencing homelessness and related challenges. Please send a cover letter and resume to the email address: employment@haywoodstreet.org

or Mail:

Bryan Delaney
297 Haywood Street
Asheville NC 28801

Direct Supervisor: Minister of Banquets and Facilities

This is an hourly Part-time(30 hours a week), benefits eligible position. Scheduling may include weekends.

Preferred qualification- high school diploma; candidates should have experience in the duties and responsibilities:

Duties and Responsibilities:

- Weekly monitoring inventory levels of purchased and donated food items
- Clean out all fridges and freezers of expired and unused foods and keep fridges and freezers organized.
- Help put truck orders away and ensure that all food is labeled and put away properly
- Deep cleaning the kitchen and dining room
- Maintain storage spaces and ensure they are organized
- Complete monthly, semi-annual, and annual cleaning and maintenance projects
- Assist Minister of Banquets and Facilities with maintenance of building and completion of regular maintenance calendar tasks; which includes but is not limited to, light carpentry, painting, minor plumbing and repairs.
- Help keep the campus free from clutter.
- Join with other Campus Caretakers in helping to keep the campus clean, safe and welcoming for all.
- Attend weekly staff meetings and participate in the overall mission of Haywood Street congregation.

- Perform other duties as assigned.
- Be able to work independently, with minimum direction. Other times, be able to work well with others, including fellow staff, Companions(volunteers) and Friends

This position will work inside and outside in all weather conditions. The position involves walking, navigating stairs, standing for long periods, stooping and lifting 50+ pounds.