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## Maintenance Manager Search

### Who are we?

UALC is an evangelical, Spirit-led, Lutheran church in the northwest suburbs of Columbus, Ohio. We worship in two locations with a combined weekly attendance of 1200. We are part of Lutheran Congregations in Mission for Christ (LCMC) and the North American Lutheran Church (NALC).

We believe that we are called to be an Oasis of God's Kingdom for a dry and thirsty world, and we know that living water is meant to be shared. We envision a future so well-watered by the love and truth and Spirit of Christ that our way of life together will be transformed and even people outside the church will say "See how they love one another," just like Jesus said they would.

Life with Jesus brings hope and healing to broken people. Outside of Christ we are drawn to mirages that make empty promises of life but leave us stuffing our mouths with sand.

This vision leads us to four deeply held commitments about life together at God's Oasis:

- Everything that we do starts with the action of God. We are a Gospel people, trusting in the work of Jesus. What we offer comes from what Jesus has done and is doing.
- There is a distinct community at the oasis, a family sharing life together in the way of Jesus by the power of the Spirit.
- An oasis is not a fortress. It doesn't have walls. We invite people in and carry Living Water out.
- There is an enemy; there is a desert; there are "mirages." We are in a battle, but we know God wins.

### Our vision for "Supporting Structures" at UALC

**Church staff** members are leaders who equip the saints for ministry. Our staff is lean, innovative, and energetic. We know that unless the Lord builds the house, we builders labor in vain; so we depend on God's miraculous economy to do more than we ever could. This means that we prioritize spiritual health, prayer, and the practice of Sabbath. We work hard and sacrificially for the Lord while we renounce the idolatries of self that lead to over-functioning and burnout. Staff leaders consistently raise up volunteer leaders and volunteer teams. Volunteer development is a key strategy to help Christians grow through the engagement of their gifts, to draw out and raise up leadership among emerging generations, and to keep staff budgets sustainable while still expanding our ministry capacity. Gratitude and joy, among staff and volunteer leaders, are characteristic of our shared labor and also lead measures of our organizational health.

Our **facilities and physical plant** support our ability to be an oasis of Christian love in the midst of this dry and thirsty world. Both our facilities themselves and our facilities personnel provide the essential infrastructure to enable the achievement of our ministry visions and goals.

- Our **properties** draw people in and make them feel glad, relieved, and refreshed to be there. Our gathering spaces support interaction, relationship, and community. They are warm, joyful, and welcoming, not trying to move crowds in and out as efficiently as possible.
- Our **sanctuaries** are classic, warm, and beautiful. They are neither dated nor faddish. We leverage production technology to serve engagement with the Gospel, including livestream and distribution capability. Communion rails and prayer stations are important to our worship, along with visible Christian symbols like altar, cross, and font that reflect our identity.
- **Spaces for children and young families** are clean, bright, and inviting, and they communicate value and belonging.
- Our **building use philosophy** draws from our Oasis vision like worship does, realizing that worship must first of all be the worship life of our community, into which guests are warmly and hospitably invited. So also our facilities resources must first of all support the flourishing of our



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core ministries and then welcome our partners and outside guests in ways that demonstrably support our mission and vision.

Our **budgets and administration** reflect generous giving, careful management, and open-handed investment in mission. Our constitutionally required annual audit reflects our commitment to integrity and best practices. We choose a lean staff structure to require volunteer empowerment and to enable us to invest in our staff with fair compensation, leadership development, care support, and the needed equipment and materials to make their work fruitful. Because our staff and buildings are efficient, we are free to surprise the world with unexpected outward generosity.

### **Position Summary**

The Maintenance Manager is responsible for providing general building maintenance and repairs for two UALC campuses - 2300 Lytham Road and 3500 Mill Run Drive comprising 183,000 square feet and valued at \$25,000,000. The Maintenance Manager will report to the Director of Partnership and Mobilization and will assist in building and leading volunteer teams in caring for the buildings. Expert members of the congregation are often available, on a volunteer basis, for consultation in the areas of turf maintenance, structural and mechanical engineering, pavement, security, etc.

### **Essential Job Functions**

1. Make interior and exterior repairs including but not limited to lighting/lamp replacement, roofing, gutters, doors/hinges, windows, carpentry, painting, general electrical repairs to include switches, outlets, breakers, fuses, re-wiring.
2. Monitor and provide preventive maintenance to sump pumps, boilers, chillers, hot water systems, air handlers, recirculating pumps, breaker panels, generators, exit and emergency lights and systems, plumbing, and other related items. Make monthly inspections of all facilities to observe extent of wear and use. Develop maintenance programs or changes in programs to address areas of need. Seek opportunities to improve energy efficiency, reduce energy costs, and lessen our environmental impact while maintaining building comfort and air quality.
3. Coordinate with contractors and repairpersons. Locate and purchase repair and maintenance supplies and parts.
4. Coordinate scheduling and follow-up inspections of approximately twenty outside service providers at all sites. Meet regularly with service providers to maintain good communication of UALC needs or requirements. Schedule the Mill Run HVAC run times on the Alerton control system to minimize energy consumption. Coordinate custodial services at all locations.
5. Recruit and develop teams.
6. Miscellaneous duties to include carpet and tile replacement, hanging banners/signs, moving and setting up equipment, maintaining door locks, window washing, and other duties as assigned.

### **Qualifications - Education, Skills, Experience and Personal Attributes**

**Education** - High School diploma required.

**Skills and Experience** - Ten years of related maintenance experience; MS Office tools proficiency; project management experience; problem analysis; budgeting skill; contract management; staff management and team building desired.

**Personal Attributes** - Personal "giftedness" and passion; technical inclination; people skills; customer service focused; negotiation skills. Ability to recruit and lead teams.



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**Work Week and Hours**

40-45 hours per week scheduled as needed. Typical work schedule is Monday-Friday and Sunday 7 am-10 am.

**Working Conditions & Environment**

The position works in a church environment where the employee is regularly required to speak, see, hear, sit, stand, type, walk and bend while moving about the facility. The noise level in the facility is quiet.

**How to respond**

If you think this might be you, or if you know someone who fits this description, we'd love to talk with you and pray with you about it. Please contact Amy Lahmers at [alahmers@ualc.org](mailto:alahmers@ualc.org) , with your resume and a brief explanation of your interest in the position, including a description of how you see your qualifications preparing you to succeed in this role.