

**Holy Trinity Lutheran Church**  
**Evening Custodian**  
2730 East 31<sup>st</sup> Street • Minneapolis, MN 55406  
612.729.8358 • [www.htlcmpls.org](http://www.htlcmpls.org)

Title: Evening Custodian  
Reports to: Communications and Congregational Coordinator  
Status: Part-time (approximately 17.5 hours/week)  
FLSA: Non-exempt

**Holy Trinity Lutheran Church:**

HTLC is a healthy, vibrant, financially stable, urban faith community that believes that God's love is given freely to all people of all classes, races, ages, genders, sexualities, abilities, documentation statuses, and any other social distinctions. Therefore, we are committed to welcoming all people, with no exception, to the full life of this community of faith. Holy Trinity's life is nurtured through participatory worship and varied educational opportunities. In turn, these provide motivation and energy for neighborhood and global involvement through which God's grace is proclaimed, God's forgiveness is extended, and God's justice is sought.

**Job Summary:**

The Custodian will provide cleaning, building support, and hospitality Monday-Friday, 5:30-9:00 p.m.

**Essential Functions:**

1. Be present in the church building from Monday through Friday from 5:30-9:00 p.m.
2. Regularly clean offices, bathrooms, and spaces used by the church, building tenants, and community partners.
3. Regularly clean hallways, landings, and stairwells.
4. Regularly buff and occasionally wax tile floor surfaces.
5. Maintain church sidewalks in safe and good condition, clear of debris, ice, and snow.
6. Will be given the first opportunity to accept weekend or vacation coverage shifts, as needed.
7. May be asked to assist with additional tasks.

**Other Responsibilities:**

1. Participate in staff training and conversations that support Holy Trinity's commitment to intercultural competency and inclusion.

**Minimum Requirements:**

1. Experience in custodial work and building maintenance.

**Physical Requirements:**

1. Able to move freely up and down stairs.
2. Able to set up, take down, and move tables and chairs.
3. Able to lift up to 50 pounds.
4. Able to operate cleaning machines, equipment, and tools.

**Core Competencies:**

1. Able and willing to work collaboratively and communicate effectively with staff and volunteers.
2. Demonstrates good time management and can prioritize among many tasks.
3. Attention to detail.
4. Supports a culture of hospitality and is able to help visitors feel welcome.
5. Takes initiative and sets demanding but achievable goals for work.

**Salary and Benefits:**

- This is a part-time position offering \$20.00 per hour, paid biweekly (approximately \$18,200 annually). Continuing education funds offered annually. Paid sabbatical after six years of service. Holy Trinity Lutheran Church actively seeks a diverse pool of candidates. People of Color and LGBTQIA+ people are encouraged to apply.

**Application Process:**

- Interested candidates should indicate interest to Kathy Ekwall ([kekwall@htlcmpls.org](mailto:kekwall@htlcmpls.org) /612.729.8358). Position is open until filled.