# Borculo Christian School

*Afterschool Facilities & Cleaning Campus Care Crew Job Description*

*Intro: Borculo Christian School is seeking responsible and hardworking high school students to serve as Afterschool Facilities & Cleaning* ***Campus Care Crew****. This part-time role involves helping maintain a clean and welcoming school environment by completing daily cleaning tasks after school hours. Students will work under the guidance of the Director of Cleaning and gain valuable experience in teamwork, responsibility, and service.*

*Title: Afterschool Facilities & Cleaning Coordinator*
*Report to: Borculo Christian School Building Principal*

***Primary Responsibilities: The ideal candidate will...***

1. Assist with daily cleaning tasks such as:
    a. Vacuuming classrooms and hallways
    b. Emptying trash cans
    c. Wiping down desks and surfaces
    d. Sweeping and mopping floors
    e. Cleaning restrooms and common areas
2. Follow cleaning checklists and instructions from the Director of Cleaning
3. Demonstrate stewardship and care for the school building and property
4. Work efficiently and respectfully as part of a team
5. Communicate scheduling needs related to sports or extracurricular commitments
6. Maintain a positive and respectful work environment that reflects the Christian values of our school.
7. Comply with Borculo Christian School Policy, State of Michigan, local, and federal laws.

***Qualifications: The ideal candidate will...***

1. Enrolled in high school (Grades 9–12)
2. Reliable, punctual, and willing to work
3. Able to follow directions and complete tasks with care
4. Demonstrates a positive attitude and commitment to keeping the school clean
5. Capable of performing physical tasks, including lifting, bending, and standing for extended periods.
6. Alignment with the values and Christian mission of Borculo Christian School

***Terms of Employment***

1. The 2025-2026 Afterschool Facilities & Cleaning Coordinator is an hourly job. $13/hr
2. The schedule is estimated 3:00-6:00 pm and follows the school's academic calendar.

**Benefits**

1. Earned Sick Time will be frontloaded and available for immediate use. This will be based on the expected yearly work hours. The Afterschool Facilities & Cleaning Coordinator will earn 1 hour of paid sick leave for every 30 hours worked. The Afterschool Facilities & Cleaning Coordinator can earn and use up to a maximum of 40 hours of paid sick leave each year.