



Role Description: Cleaner

Permanent Part time, initially at 20 h/week

MBC VISION: By the power of the Spirit, together we:

- *Connect - with God and others; and
- * Grow - to be more like Jesus; to
- *Serve - Him here and beyond

NATURE OF ROLE

*The Cleaner is responsible for providing effective and timely cleaning services across all of the Church's properties to ensure that they are presented in an excellent manner.

*From time to time the Cleaner may be required to undertake minor maintenance jobs within their capabilities and not requiring the services of a qualified tradesman (e.g. changing light bulbs, painting).

RESPONSIBILITIES

*A weekly clean of all public areas of Mayfield House and The Fields including kitchens, common bathrooms, laundries and hallways.

*An occasional full steam clean of carpets in Mayfield House and The Fields.

*A weekly clean of all rooms in the Ministry Centre and the Church.

*A fortnightly clean of the upstairs hall.

*An occasional washing /cleaning of the windows and doors at Mayfield House, The Fields and The Church as required.

*Other cleaning issues that may arise on Church property from time to time.

*Occasional minor maintenance jobs.

ACCOUNTABILITY

*The Cleaner is Accountable to the Property and Finance Team (PFT), who may delegate responsibility through to the Church Office team.

SCOPE OF AUTHORITY

*It is expected that all cleaning will be undertaken by this employee, however from time to time and with the approval of PFT, they may call on appropriate volunteers, under their supervision, to assist.



POSITION REQUIREMENTS

*The Cleaner will be an active Church Member at Mayfield Baptist Church, and will attend Sunday services on a regular basis.

*Completion of Safe Church Requirements such as the Baptist Association of NSW & ACT Creating Safe Spaces training and its updates.

*A current Working With Children Check (WWCC).

* A Medical Capability Check if requested.

* A Police Check.

*Completion of Baptist Association WHS staff training modules and its updates.

*Demonstrates Christ-like character, genuine care for others, competence in their role and a commitment to Church unity and values.

*Enthusiastic.

*Highly organised and capable of adapting to changing circumstances.

PRIMARY WORKING RELATIONSHIPS

Property and Finance Team (PFT), Mayfield House (MH) and The Fields (TF) Facility Managers, Pastors , Operations Pastor (or Operations Manager), Church Office Staff, Residents of Mayfield House and The Fields.

REMUNERATION

Remuneration negotiable based on level of experience, but will be above the minimum rates set by the Australian Government Fair Works Ombudsman for cleaners.

<https://awards.fairwork.gov.au/MA000022.html>

APPLICATIONS & QUESTIONS

We are looking to employ someone in this role starting 01/01/2026. To apply please send a copy of your resume with at least two (2) referees to the church secretary secretary@mayfieldbaptist.com Applications close Friday 07/11/2025.

END OF ROLE DESCRIPTION