

Custodian and Facilities Manager
St. George on Yonge Anglican Church
5350 Yonge Street
North York

St. George on Yonge (SGY) is a vibrant, diverse, faith-based community located directly on Yonge Street in North York. We are seeking a dedicated and motivated **Custodian and Facilities Manager (CFM)** to join our team in a newly created role that combines custodial duties with facilities management responsibilities.

This is an exciting opportunity for someone interested in building a career in property and facility management within a supportive community setting. The position will begin part-time (20–25 hours per week) with the potential to grow into a full-time property/ facility management role over time, possibly for a cluster of churches.

Key Responsibilities

The Custodian and Facilities Manager will:

- Maintain a high level of cleanliness and tidiness throughout the facility, including washrooms, kitchens, and outdoor grounds.
- Support users of the building by setting up spaces for events, services, and community activities.
- Secure and lock the building after use and report unusual circumstances or damage.
- Assist in monitoring and overseeing contracted cleaning and maintenance providers, addressing omissions as needed.
- Maintain accurate records of facility maintenance and repairs.
- Identify issues requiring professional trades or service providers and coordinate their work on-site.
- Perform or oversee minor repairs, painting, gardening, and small maintenance tasks.
- Occasionally work overtime, particularly around church holidays or special events.

Note: Most of the actual cleaning duties are performed by an outside contract cleaning company. This role will be responsible for the remaining cleaning and custodial functions in coordination with an assistant part-time custodian.

Qualifications & Competencies

The ideal candidate will bring:

- Ability to communicate in English (oral and written).
- Experience or aptitude in custodial/janitorial work.
- Interest and/or aptitude in facilities maintenance, with willingness to develop technical skills and qualifications.



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- Knowledge of or willingness to learn health and safety standards (e.g., WHMIS).
- Reliability, attention to detail, and ability to work both independently and as part of a team.
- Physical ability to perform custodial and light maintenance duties.
- Ability to work cooperatively and respectfully in a church environment, demonstrating sensitivity to the values and practices of our faith-based community.

Note: Progress toward engineering or facilities management qualifications will be expected within the first six months.

Compensation

- Hourly rate: **\$20–\$25**, commensurate with experience.
- 4% vacation pay (or two weeks paid vacation).
- Option for medical benefits.

Additional Information

- The role will report to the Priest-in-Charge and work closely with the Office Manager, under the oversight of the Church Wardens.
- Final hours will be negotiated to accommodate the successful candidate's availability. The selected candidate will be required to work outside traditional office hours (evenings and weekends) for church services and other events.
- Employment is conditional on a satisfactory **background check** and completion of a **Diocesan sexual misconduct policy workshop** in accordance with the *Responsible Ministry: Screening in Faith* policy.

Start Date

October 20, 2025

How to Apply

Please submit your resume and a brief cover letter outlining your qualifications to the Churchwardens at cw-stgeorgeonyonge@toronto.anglican.ca by **October 10, 2025**.

We thank all applicants for their interest; however, only those selected for an interview will be contacted.