

Church & Candidate Profile

Facilities Assistant
Brookstone North Campus



Brookstone Church

Church History

Brookstone Baptist Church, formerly North Asheville Baptist Church, has long stood as a testimony to God's faithfulness since the church was called into existence in 1910. First located on Forsythe Street in North Asheville, the church was a satellite of First Baptist Church of Asheville. NABC grew in membership and influenced the community with the Gospel of Christ.

In 1969 the church body began to grow and a need for a larger facility to reach more people with the Gospel became apparent. This led NABC to go forward in faith as a 1.5 acre tract of land was purchased near I-26 and UNC-Asheville. Construction began and on Easter Sunday, 1972 NABC held its first worship service at that location.

In August of 1989, Jim Dykes was called as pastor, and, in 1994, NABC purchased eight acres on Reynolds Mountain Boulevard. The first service in the new church was held on November 25th, 1995. Such growth occurred that two Sunday morning services were required and eight adjoining acres of land were purchased due to projected growth.

In 2001, the church family moved once again, into a multi-purpose building on the same property. The former building now houses Reynolds Mountain Christian Academy, established in 1999 as a ministry of NABC, originally under the name North Asheville Christian School.

On Easter Sunday, 2017, after 106 years under the same name, North Asheville Baptist Church officially became Brookstone Baptist Church in anticipation of the relocation to a new, 100-acre campus in Weaverville. The church celebrated opening day at its new location on November 12, 2017. This campus includes a large worship space, conference facilities, classrooms, counseling space, student center, a community park, pavilion, walking paths, soccer fields, hiking trails and more. Opening this campus to the community has enabled the church family to reach thousands of people with the Good News of God's love for them in Christ!

October 2nd, 2022 marked the launch of Brookstone's East Campus in the auditorium of Charles C. Bell Elementary School. This is the first of several planned satellite campuses strategically located to reach Buncombe County with the Gospel and to equip God's people of all ages to live intentionally every day.

January 14th of 2024 marked the grand opening of the Brookstone West Campus at Enka Intermediate School in Candler. This was the second planned satellite campus reaching souls in the western part of Buncombe County.

We celebrated the opening of the Student Center on January 7th, 2024, located at the North Campus. The new Student Center is going to speak volumes to our students and to everyone in our community that we are serious about investing in the next generation. It's going to communicate that the Kingdom of God doesn't hinder the children from coming to Christ.



North Campus



East Campus



West Campus



Student Center

Brookstone Church

What does it look like?



Main Worship Center

Gathering Area



Main Hallway

Brookstone Church

What does it look like?

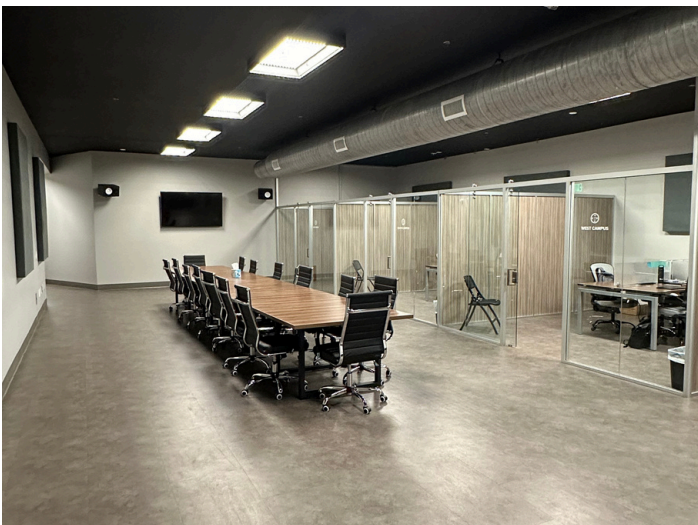


Upstairs Hallway

Kids Area



Campus Staff Pods



Brookstone Church

What does it look like?



Office Entrance

Student Auditorium



Student Center
Gathering Area

In the essential beliefs, we must have unity (Ephesians 4:4-6)
In the non-essential beliefs, we have to have liberty (Romans 14-15)
In all our beliefs, we have to have love (I Corinthians 13)

What does this mean?

All of us come from different backgrounds and cultures where we have developed preferences which are called non-essential beliefs. These are beliefs that we hold very dear because it is what we have learned to become accustomed to, and because of this, we will sometimes differ in our opinion on certain topics. The non-essential beliefs can be found in the style of Christian music we listen to, in the type of clothes we wear to church and in the translation of scripture we read. Whatever your preference, it must never bring division in the body of Christ.

In the area of essential beliefs, those areas where the Bible is very clear, we must stand united together and never compromise these Biblical truths. Examples of these essential beliefs are listed below. Our convictions rest solely on biblical doctrine and not preference.

List of essential beliefs

1. We believe in the Holy Scriptures as the very Word of God (II Tim 3:16)
2. We believe there is only one God eternally existent in three persons (I John 5:1-8)
3. We believe in the deity and virgin birth of Jesus Christ (John 1:1-14)
4. We believe in the person and ministry of God the Holy Spirit (John 16:7-14)
5. We believe that heaven and hell are both real and eternal places (Rev. 20-21)
6. We believe all men are by nature and choice sinful and lost (Rom 3:10-23)
7. We believe salvation is by grace through faith in Jesus Christ (Eph. 2:8-9)
8. We believe in the existence and final defeat of Satan (Rev. 20:1-10)
9. We believe in the second coming of Jesus Christ (I Thess. 4:13-18)
10. We believe in the eternal life and preservation of all saints (John 6:40)
11. We believe in the priesthood of the believers (Heb. 4:15-16)
12. We believe the New Testament Church is an organized body of believers (Eph 4:11-16)
13. We believe that the church has two God-given ordinances: Baptism and The Lord's Supper (Matt. 28:16-20; I Cor. 11:23-24)
14. We believe that the church is financially supported by the faithful giving of believers through their tithes and offerings. (I Cor. 16:1-2; Malachi 3:6-10)

Brookstone Church

The Area of Weaverville

North of Asheville sits the unique, scenic town of Weaverville, North Carolina, home to entrepreneurs and artisans alike. With a thriving downtown district offering an array of businesses and plenty of parking, Weaverville draws visitors from all around to its quaint, picturesque Main Street and lush public spaces. Living in Weaverville offers the best of all worlds: quiet country living just a stone's throw from a thriving in-town commercial district, with a 15-minute drive to Downtown Asheville.

In the 1800s, Weaverville was home to grand hotels with visitors escaping the heat of southern summers. Author O. Henry spent some of his last days here, regaining his health before returning to New York City. Today, Main Street offers a lot for visitors with some impressive restaurants, galleries, and artist studios. And it's only ten minutes from both downtown Asheville and the Blue Ridge Parkway.

Residents and visitors to Weaverville can enjoy two public parks within its jurisdiction: Lake Louise Park and the Main Street Nature Park. Well-maintained areas prized for passive recreation, the parks offer walking paths lined with volunteer-maintained flower beds and educational information celebrating Weaverville's rich heritage.

For those looking for nearby nature adventures, Weaverville boasts an entrance to the Blue Ridge Parkway, miles of local hiking trails, cycling routes, scenic drives, wildlife, and native plants. In addition, the Town of Weaverville hosts several community events throughout the year celebrating its unique roots in Western North Carolina, including a Memorial Day Observance at Lake Louise, Fire on the Lake: July 4th Celebration at Lake Louise, a 9/11 Observance at Lake Louise, a Veterans' Day Observance at Lake Louise, and a Town Christmas Parade downtown.

Brookstone Church

Facilities Assistant Job Description

PURPOSE:

The Facilities Manager is responsible for all facilities and grounds owned by Brookstone Church. They lead their team in the maintenance, care, and efficient operation of all equipment used by the organization. The Facilities Manager also serves as a member of the Lead team within the organization as a whole.

QUALIFICATIONS:

- High School graduate or experience in a facilities/maintenance department or similar background.
- General handyman skills
- The ability to work independently, to show initiative and to organize effectively.
- The ability to work under pressure, prioritize and meet deadlines.
- A flexible approach to work and good communication skills.

RESPONSIBILITIES:

- Coordinate with Facilities Manager to prepare for meetings and events. Attend necessary staff meetings.
- Responsible for monitoring Planning Center calendar and staying in the know about upcoming events taking place on campus. Coordinate with appropriate individuals when there are questions related to event set-ups.
- Monitor inventory of facilities supplies and report needed items to Facilities Manager.
- Monitor and restock necessary supplies in specified rooms/classrooms.
- Monitor and change HVAC filters, light bulbs, batteries in plumbing fixtures, etc....
- Carry out planned preventative maintenance works to ensure that continued problem free operation of equipment and facilities within the building. All defects should be reported to the Facilities Manager.

Brookstone Church

Facilities Assistant Job Description

- Carry out reactive maintenance when things need repair or are broken.
- Operate all necessary equipment to maintain and clean the facilities, including but not limited to, vacuum cleaners, buffers, mops, brooms, brushes, soaps, cleaning fluids, floor wax and other related and necessary equipment and supplies.
- Prepare for and assist with special events.
- Assist with the distribution of items delivered to campus from USPS, UPS, Fed Ex, etc...
- Maintain positive and professional relationships with staff members, students, and the general public.
- Maintain the security of all buildings and facilities, including opening and closing of all facilities and the locking and closing of doors and windows and be prepared to be called out in the capacity of a key holder.
- Assist with day-to-day management of contractors working within the building.
- Assist in keeping up-to-date records related to facilities and maintenance.
- Knowledge of security, fire, and evacuation procedures.
- Help oversee any facilities/maintenance volunteers.
- Operation of weed eater.
- Trail maintenance
- Weeding mulch beds
- Use of a leaf blower
- Provide snow removal on sidewalks and the use of ice melt if needed.
- Assist in the hanging and removal of banners and signs.
- Carry out all cleaning not covered in cleaning contract, including: removal of graffiti, removal of litter and debris, disposal of rubbish.
- Assist Facilities Director with other duties as assigned.

Brookstone Church

Facilities Assistant Job Description

REQUIRED SKILLS/ABILITIES:

- Extensive knowledge or ability to gain knowledge of building systems such as plumbing, electrical, and HVAC.
- Excellent analytical and problem-solving skills.
- Ability to identify issues and determine repairs that are needed.
- Ability to plan maintenance schedules for building systems.
- Excellent management and supervisory skills.
- Proficient with or willing to learn Google Suite, Planning Center, Asana, etc...

EDUCATION AND EXPERIENCE:

Experience managing church facilities or similar types of facilities, grounds, equipment, and events is preferred.

PERSONAL DISCIPLESHIP:

- Maintain a vital and growing relationship with the Lord through consistent time in the Word, prayer and regular worship attendance.
- Commit to EE training.
- Strive to maintain and protect biblical priorities in the home.
- Model the practice of wise stewardship.
- Seek to maintain accountability through participation in a relational environment.

OTHER GENERAL EXPECTATIONS INCLUDE:

- Should always exhibit professionalism, demonstrated by well-groomed appearance, conscientious work ethic, accountability and a teachable spirit.
- Should always exercise discernment and wise judgment.
- Should always give extreme attention to details with an eye for excellence.
- Should always seek new information, training, and resources as needed.
- Should always handle complaints and problems with tact, patience and diplomacy.
- Should demonstrate the ability to follow instructions and ask necessary questions to ensure tasks and responsibilities are completed accurately.

Brookstone Church

Facilities Assistant Job Description

- Should be able to complete job duties to the specification set forth by employer and in a manner that meets health, sanitation and safety standards and policies including appropriate use of safety and protective equipment.
- Solid working knowledge of cleaning supplies and equipment and how to maintain them.
- Comfortable with basic landscaping and maintenance tasks.
- Carry and monitor a two-way radio and cell phone while on duty at all times.
- Ability to physically exert self, including lifting and carrying up to 60 pounds or more pounds with assistance.
- Ability to work 8 hours on your feet, to stand, squat, kneel, bend, stoop, reach, and work from a ladder.
- Ability to work outside in summer and winter conditions.
- Ability to work evenings and weekends.
- Ability to work at multiple campus locations.

ACCOUNTABILITY:

The Facilities Assistant reports to the Facilities Director.

SALARY:

A competitive salary wage commensurate with experience will be provided