



Volunteer – Gardening / Maintenance Assistant

(9am - 12.00am and 12pm – 4pm shifts – Monday – Friday only)

Aims

To assist with general centre maintenance works, working with other volunteers and staff under the direction of the maintenance staff.

Tasks and responsibilities

- To assist with maintenance tasks such as painting and decoration, minor repairs and cleaning vehicles at the centre.
- To assist with gardening tasks such as weeding, digging and general maintenance of the ground in the centre.
- To assist staff and other volunteers with movement of small and large items of equipment, following all health and safety guidelines and directions provided.
- Under direction, to ensure that the centre is kept tidy and clear of rubbish.
- To abide by all health and safety guidelines as directed by the centre.
- To attend appropriate training courses as directed by the centre.

Additional notes

All volunteer Gardening / Maintenance Assistants must ensure that they use the appropriate equipment that has been provided by the centre and that this equipment is returned to the centre as directed at the end of the volunteering session. If a volunteer has any concerns or questions regarding their role, they should speak to a member of staff or the volunteer co-ordinator.
