

# Maintenance Volunteer



## What will you do?

- complete an induction to Citizens Advice and training for your role
- painting and decorating as required
- first line maintenance of fixtures and fittings
- monitor heating system
- clearing and organising spaces, rooms and to dispose of waste materials in a safe, hygienic manner ensuring that it is available for collection as required
- carry out some ground's maintenance
- possibly help with opening and/or closing the building



## What is in it for you?

- make a real difference to people's lives
- update training in Health & Safety
- build on valuable skills such as communication, and problem solving, and increase your employability
- work with a range of different people, independently, in a team and within your local community
- have a positive impact in your community

And we will reimburse expenses too.



## What do you need to have?

You do not need specific qualifications or skills, but you will need to:

- basic knowledge of general maintenance and Health & Safety regulations (Health & Safety training is provided)
- confidence and physical ability to be able to carry out some physical tasks
- be friendly and approachable
- be non-judgmental and respect views, values and cultures that are different to your own
- have excellent verbal communication skills
- be willing to learn about and follow the Citizens Advice aims, principles and policies, including confidentiality and data protection
- be willing to undertake training in your role



## How much time do you need to give?

We can be flexible about the time spent and how often you volunteer so come and talk to us.



## Valuing inclusion

Our volunteers come from a range of backgrounds and we particularly welcome applications from disabled people, people with physical or mental health conditions, LGBT+ and non-binary people, and people from Black Asian Minority Ethnic (BAME) communities.

If you are interested in becoming a maintenance volunteer and would like to discuss flexibility around location, time, 'what you will do' and how we can support you please contact us.



## Contact details

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