**Role:** Maintenance

**Location:**  St Elizabeth Hospice & Retail Outlets

**Staff Member Link:** Maintenance Supervisor is this now Estates manager?

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Description automatically generated**

Volunteers are asked to follow the hospice aims and values

* One Team, One Community
* Learning Never ends
* Compassion Takes Courage
* Every Moment Matters

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**Role summary**

**What you will be doing:**

Key activities include but are not limited to the following:

* Under the supervision of the Maintenance Team, to undertake tasks such as DIY, sweeping external areas, painting & decorating, internal and external, and cleaning.
* Light gutter and drainage clearance as needed --- **We have been told that maintenance do not need working at height training, but if they do clear gutters then this will be required, please confirm either way, thanks.**
* To carry out simple maintenance tasks, such as putting up shelves, soap dispensers etc.
* Always to use personal protective equipment which is appropriate for the task
* To report any injuries or hazards and fill in an accident form

**What we ask of our volunteers:**

* To participate in the hospice education programme and attend training courses as required
* To respect at all times the confidentiality of information covering patients, staff and volunteers
* To be friendly and approachable and work as part of a team
* To be committed and reliable
* Some roles require a DBS check

**The benefits to you:**

* Experience working with a forward-thinking charity
* A sense of satisfaction and pride for helping to make a valuable difference
* Giving back to society and supporting local people
* Assist in developing skills and knowledge
* Meet new people
* Basic training will be provided and any additional role specific as necessary.

**Your skills and attributes:**

* You will have general DIY experience and possibly qualifications in a building trade.
* You will have attention to detail and take a pride in ensuring the hospice buildings are presentable and comfortable environment for staff and patients.
* You will be aware of the health and safety aspects of this type of work.
* A good teamworker and able to work on your own initiative you will have a flexible approach and a willingness to learn.