

Role: Facilities/Estates Volunteer
Location: St Elizabeth Hospice & Retail Outlets
Staff Member Link: Estates Operations Manager



Volunteers are asked to follow the hospice aims and values

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

Role summary

What you will be doing:

Key activities include but are not limited to the following:

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
- 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

Facilities Driver

- to undertake tasks such as transporting samples, medication, paperwork, equipment between hospice and hospital/hospice and private addresses
- To support Fundraising with deliveries and collections
- To maintain a link between delivery or collection for the hospice

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.