**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.



**Contact details**

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