

Volunteer Handy Person

Position Summary:

The volunteer will assist with minor repairs and basic maintenance over our two office sites in Worksop and Mansfield.

Geographical area:

- Worksop
- Mansfield

Duties and Responsibilities:

- To carry out minor repairs and small DIY projects
- To carry out small decorating tasks to maintain the aesthetics of the buildings
- To carry out odd jobs across both sites to health and safety is to a good standard
- To update management on any major repairs required

Time Commitment:

- Hours negotiable – determined by repairs required, we estimate 2-3 hours per week
- Flexibility will be required.

Requirements:

- Driver with own car
- Reliable
- Practical problem solver
- Comfortable to work alone
- Good communication and interpersonal skills
- Familiar with working in a confidential environment and able to maintain confidentiality

Skills/Qualifications:

- Experience of small DIY projects
- Basic understanding of plumbing

Benefits to the volunteer:

- Rewarding and invaluable position that supports Nottinghamshire Mind
- Personal growth and development
- Regular supervisions, support and feedback
- Travel expenses
- Comprehensive induction

Reports to: Business Manager

To apply download an application form and return to admin@nottinghamshiremind.org.uk