## Description: \\acb.local\dfs\home\averil.mael\My Documents\My Pictures\logo\age uk bexley.JPGVolunteer Role Outlines

 **and Person Specification**

Men In Sheds Activity Support Volunteer

**Background**

Age UK Bexley Men in Sheds service offers opportunities for men to meet, work together and deliver socially purposeful activities in small machine shop environment. The shed operates as a small social enterprise bringing men together with a range of skills to make and develop products and household goods for sale.

Volunteer Role

To oversee and assist shed members with various activities and the general day to day running of the workshop. To provide support to members who do not use or do not know how to use tools and machinery.

Main duties and responsibilities

Main duties

* To support, motivate and encourage less confident members
* To complete activities with members who do not want to use the workshop tools and machinery in various activities, e.g. model painting or stamp printing.
* To assist in the general day to day running and maintenance of the workshop
* To assist in developing new, workshop and non-workshop activities.

Knowledge, skills and abilities:

* Able to communicate effectively with older and vulnerable people
* Adhere to safe working practices in the use of tools, materials and personal protective equipment
* Basic knowledge and an interest in woodwork

Person Specification:

* Patience and sensitivity
* Good listening and communication skills.
* Good organisation and reliability

Hours of Work: Minimum 2 hours per week - to be agreed

Responsible to: Community Development Project Officer (Men in Sheds)

**Age UK Bexley volunteers work with frail older people and therefore may be subject to a check from the Disclosure & Barring Service under the Protection of Vulnerable Adults policy.**