Volunteer Role Description

At Home Services Handy Person

Responsible to: At Home Services Development Manager

Hours : 1 day per week (days & hours flexible)

Location: Age UK Merton offices

277 London Road

Mitcham

Surrey CR4 3NT

### We want to encourage more use of our services and more participation in activities at Age UK Merton by providing an excellent service and a warm welcome. Our volunteers are invaluable in this. This role description sets out the main areas of responsibility. You may be involved in one or more of the following roles.

### Key Tasks:

Carrying out basic DIY jobs for our clients in their homes, this may include;

* Changing lightbulbs
* Mending or replacing shelves
* Putting up blinds or curtains
* Minor decorating tasks such as painting
* Other odd jobs around the house
* Reporting or discussing any issues with your supervisor

**Skills/Experience:**

* Some experience or practical skills in carrying out DIY jobs
* Good communication skills; both verbal and written
* Carry out the role as directed, but also use own initiative to perform the role to the best of their ability
* Responsible and caring approach to the work
* Punctual and reliable
* Follow Age UK Merton policies and procedures