



Join Our Team as a Volunteer Handyperson!

Main purpose & overview of role

Age UK Hillingdon Harrow and Brent, Age UKHNB, is a dedicated charity committed to improving the lives of those in our community. We provide essential services and support to older people in need.

We are seeking a reliable and skilled Handyperson to help maintain our facilities and ensure a safe and welcoming environment.

As a Volunteer Handyperson, you will play a crucial role in supporting the daily operations of Age UKHNB. You will perform a variety of routine maintenance tasks, repairs, and improvements across our premises. You will help us create a better environment for our clients, volunteers, and staff.

Responsibilities and activities

- **Minor Plumbing Repairs:** Carry out general repairs and maintenance tasks, such as painting, repairing dripping taps or running toilet cisterns.
- **Safety Measures:** installing, smoke detectors and carbon monoxide alarms to enhance safety. Adhere to health and safety guidelines to maintain a safe environment for all
- **Carpentry and Shelving:** fitting shelves, hang pictures, and install window locks etc.
- **Emergency Audits:** Conducting emergency audits to assess potential risks or hazards.
- **Basic Gardening:** Undertaking simple gardening tasks
- **Helping at Events:** assist with setting up and breaking down for events and activities.
- **Collaboration:** collaborating with the Facilities Assistant to prioritise and complete tasks.

Qualities and experience required

- Proven experience in general maintenance and Handyperson tasks.
- Proficiency in using a variety of tools and equipment.
- Strong problem-solving skills and attention to detail.
- Ability to work independently and as part of a team.
- Good communication skills and a friendly attitude.
- Commitment to the mission and values of Age UK HNB.

Your commitment to the role and time required

- We would appreciate any time commitment. However, a regular commitment and a minimum of 6 months would be preferred.
- Attend team meetings and events for volunteers
- Attend an Annual Review Meeting with your Key Contact
- Attend a face-to-face induction
- Complete training relevant to the role of a Handyperson, health and safety, safeguarding, ladder training, moving and handling

Benefits of Volunteering

- Opportunity to make a tangible difference in your community.
- Gain new skills and experience in a supportive environment.
- Flexible hours to suit your availability.
- Meet new people and be part of a dedicated team.
- References and recognition for your volunteer service.

What can you expect from volunteering at Age UK HHB

- We will make sure that you receive appropriate training for the role and that you have the support of a member of staff.
- We offer a range of benefits to our volunteers and will also cover agreed out-of-pocket expenses

How to Apply:

If this sounds like you, we'd love to hear from you! Please sign up to be a volunteer by going to www.ageukhhb.org.uk/volunteer and fill in our quick and easy form or please email volunteering@ageukhhb.org.uk or call 020 8756 3040 if you have any accessibility needs.

Join us and help make a real impact in our community. We can't wait to work with you!

This role outline is binding in honors only and is not intended to be legally binding.

Age UK HHB is an equal opportunity employer

Age UK Hillingdon Harrow and Brent is committed to safeguarding and promoting the welfare of all older people and children within the London Borough of Hillingdon Harrow and Brent.

INVESTORS IN PEOPLE®
We invest in people Silver



Registered with
**FUNDRAISING
REGULATOR**