

SHED OPERATIONS VOLUNTEER

Role Purpose

To support and lead the Shed's general day to day running and to help ensure there is consistent service delivery for its members.

Men in Sheds Bexley is a community wood workshop and garden space for older men. The project helps reduce loneliness, offers peer support, and promotes skill sharing.

Main duties and Responsibilities

- To provide on-site support and supervision for the day-to-day operations of the project. Act as fire warden when site.
- To ensure the Shed is opened and/or closed securely at the end of daily operations, when there is not a member of staff on site
- To ensure the Shed is kept clean, tidy and safe during and at the end of the day.
- To ensure health and safety procedure is being followed.
- To provide confident and supportive assistance to shed members, particularly where new members are attending for the first few weeks
- To encourage and support active participation of members in social and skill sharing opportunities
- On occasion and where possible, to assist with general building maintenance and ad hoc tasks to provide support for the Service Manager.

Knowledge, skills and abilities:

- **Good knowledge and interest in woodwork and DIY**
- **Good knowledge of safe working practices in the use of tools, materials, and personal protective equipment**
- **Able to communicate effectively with older and vulnerable people**
- **An understanding of the effects of social isolation and their importance for healthy living in older people**

Person Specification:

- A positive can-do attitude **(essential)**
- Good listening and communication skills **(essential)**
- Reliability and trustworthiness **(essential)**
- Patience and sensitivity **(essential)**

Hours of Work: 1 weekly half day or full day shift between the hours of 9:30am-3:30pm. Times and days to be confirmed.

Responsible to: Service Manager