



Ashbrooke Sports Club
West Lawn
Sunderland
SR2 7HH
Registered Charity No. 1087978

Volunteer Handy Person

September 2023

Ashbrooke Sports Club's charitable objects

To provide for the inhabitants of Sunderland and its surrounding area, in the interests of social welfare, facilities for bowling, cricket, hockey, rugby, football, squash, tennis and other healthy recreation and leisure time occupation, irrespective of ability and with the object of improving the conditions of life for the said inhabitants.

Volunteer Handy Person Job Specification

Location: Ashbrooke Sports Club, West Lawn, Sunderland

Duration: On-going

Organisation: Ashbrooke Sports Club

Role Type: Volunteer, no monetary compensation is provided

Position Overview

Ashbrooke Sports Club, a registered charity, is seeking a reliable and versatile volunteer handy person to assist in various maintenance and repair tasks across our facilities. As a volunteer in this role, you will play a crucial part in ensuring that our premises remain safe, functional, and welcoming for our clients, staff, and visitors.

Key Responsibilities

1. **General Maintenance:** Perform a wide range of general maintenance tasks, including but not limited to repairing fixtures, furniture, and equipment, as well as performing basic plumbing, electrical, and carpentry work.
2. **Repairs:** Diagnose and troubleshoot issues within our facilities and undertake necessary repairs or replacements.
3. **Safety Checks:** Conduct safety inspections to identify potential hazards and address them promptly, such as repairing or replacing broken handrails, ensuring the safe use of equipment, and maintaining fire safety measures.
4. **Painting and Touch-ups:** Assist in painting and touch-up projects to maintain the aesthetic appearance of our facilities.
5. **Organisation and Cleaning:** Help with organising storage areas, equipment maintenance, and general cleaning duties as needed.
6. **Equipment Maintenance:** Ensure that tools and equipment are well-maintained, cleaned, and properly stored. Report any equipment issues or needs for replacement.
7. **Documentation:** Maintain records of maintenance and repair activities, including tasks completed and materials used.
8. **Team Collaboration:** Collaborate with other volunteers and staff members on maintenance projects, sharing expertise and knowledge.

Qualifications:

- Previous experience in general maintenance and repair tasks is a plus.
- Versatility and the ability to handle a variety of maintenance and repair duties.

- Good problem-solving skills and attention to detail.
- Willingness to contribute your time and skills on a volunteer basis.
- Commitment to safety and following established procedures.
- Ability to work well with diverse groups of people.

Benefits

- Make a positive impact by ensuring the safety and functionality of our facilities.
- Gain hands-on experience in various maintenance and repair tasks.
- Join a community of like-minded volunteers dedicated to improving our organization.
- Develop or refine your handyman skills.
- Receive recognition and appreciation for your valuable contributions.
- Time Commitment: **8 hours per week on average** but flexibility would be welcome

Application Process:

- Interested candidates are encouraged to send a CV and a brief cover letter outlining their qualifications and motivation for applying to **paul.geehan@gmail.com**.
- Ashbrooke Sports Club is an equal opportunity employer and welcomes applicants from all backgrounds and experiences.