**Volunteer Job Description**

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| **Job Title**  Ground Worker Volunteer | |
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| **Department**  Facilities & Estates |  |
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| **Reports to (Job Title)**  Facilities & Estates Manager | |
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| **Responsible for:**  Maintaining the external grounds |  |
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| **Location**  YMCA North Staffordshire Property Portfolio |  |

YMCA is a Christian organisation, committed to Equality and Diversity in the Workplace. YMCA is committed to the safeguarding of children, young people and vulnerable adults.

**Job Purpose**

To maintain the external grounds of the YMCA campus so that they are clean and tidy to meet the desired standard set by the Facilities and Estates Manager.

**Duties and responsibilities**

* To work within the maintenance and wider teams of the YMCA.
* To maintain a suitable working environment to keep yourself and others safe from harm or accident.
* To use power tools, a petrol/powered mower, a powered strimmer, a jet washer and hand tools to cut grassed areas.
* To sweep and wash all hard standings.
* To clean up after works have been completed.
* To undertake such other duties as may reasonably be required.
* To uphold and maintain the Christian values and ethos of YMCA.
* To always comply fully with YMCA North Staffordshire’s policies and procedures relating to Safeguarding, Equality and Diversity, Professional Boundaries, and Health and Safety and to undertake training in these areas when required.
* To take part in any core training that is required to fulfil the role.

**Person Specification**

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| Knowledge |
| * NVQ or equivalent up to Level Two in groundwork. * To demonstrate that you can use power tools in a safe manner, not putting yourself or others at risk. |
| Experience |
| * Working as part of a team. * Highlighting any work that needs to be done by other team members. |
| Skills & Experience |
| * Good communication skills. * Self-motivated and proactive, able to troubleshoot. * Willingness to work flexibly. * Ability to carry out audits and maintain stock control. * Ability to learn new skills quickly. * Ability to work unsupervised. |

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| Desirable – over and above essential |
| * Minimum of three years’ experience as a groundworker. |