

# Maintenance Support Volunteer Position Description

#### Volunteer Position: Maintenance Volunteer

**Purpose of Assignment:** assist the Physical Resource Coordinator in the general day-to-day upkeep of 50 Kent.

Geographic Location: 50 Kent Avenue, Kitchener, Ontario

## Skills/Knowledge/Attitude Requirements:

- ability to lift 40 kg an asset
- ability to climb ladders an asset
- carpentry knowledge an asset
- plumbing knowledge an asset
- ability to organize essential
- good communication skills essential

## **Tasks and Responsibilities:**

- repairing drywall damage
- sanding and painting
- cleaning air vents
- yard maintenance
- general maintenance of building

## **Time Commitment:**

• 1 to 2 days per week, Monday to Friday

## **Training and Development Offered:**

- position specific orientation will be provided
- job shadowing and training meetings offered as available
- other training and skills development
- policy and procedure manual available at all times

#### Other:

volunteer liability coverage for all volunteers

All MCC volunteers are expected to be respectful of the MCC mission statement: Mennonite Central Committee (MCC), a worldwide ministry of Anabaptist churches, shares God's love and compassion for all in the name of Christ by responding to basic human needs and working for peace and justice. MCC envisions communities worldwide in right relationship with God, one another and creation."

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