



HALDIMAND & NORFOLK WOMEN'S SERVICES
VOLUNTEER JOB DESCRIPTION
FACILITIES SUPPORT VOLUNTEER

RESPONSIBLE TO: Facilities Manager, Community Engagement
Coordinator

SUMMARY OF POSITION: Facilities Support Volunteers help maintain the shelter and property as a safe, comfortable space through light maintenance, cleaning, gardening, and general upkeep tasks.

RESPONSIBILITIES:

- Assist in cleaning duties and/or,
- Assist in general maintenance duties and/or,
- Assist in the external appearance of the buildings and/or,
- Assist in gardening tasks (seasonal)

QUALIFICATIONS:

- 16 years of age (minimum)
- Ability to maintain confidentiality
- Willingness to learn the effects of abuse on the lives of women and children
- Ability to work with/without supervision
- Ability to work in a non-discriminatory environment
- Ability to follow workplace health and safety practices
- Valid WHIMS certification

BENEFITS:

- The satisfaction of knowing you are doing important work
- Training and experience that can be included on a resume
- An understanding of gender-based violence from a feminist perspective
- Positively impacting the lives of survivors of abuse and their children



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TIME COMMITMENT:

- One year commitment
- Flexibility in hours and monthly time commitment

WORKSITE:

Haldimand & Norfolk Women's Services and Jane's House

NOTE:

If interested, please fill out the application form on the HNWS website:

www.hnws.on.ca/volunteer/

FOR FURTHER INFORMATION CONTACT:

Sydney van den Hoek, Community Engagement Coordinator

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