

Housekeeper Volunteer

Time Commitment	We are looking for a time commitment of two/four hours once a week, Monday - Friday
Location	Little Havens Hospice, Thundersley & Fair Havens Hospice, Southend
About Us	Havens Hospices provides palliative nursing and supportive care to adults and children living with complex or incurable conditions.
	Havens Hospices is committed to safeguarding patients and their families, visitors, staff and volunteers. The recruitment of all staff, volunteers and trustees is robust and follows principles for Safer Recruitment.
	Our Values
	 Care and Compassion Commitment Community Courage Integrity
Benefits of volunteering	 Meet new people Try something new Be part of your local community Learn a new skill or experience Increase confidence and self esteem Improve employment prospects Be part of a team Move towards making a career change Use your skills to benefit others Give you a purpose or routine Training in a key industry skill Evidence suggests that volunteering has a positive impact on your health and wellbeing.
What we offer you	 Named Volunteer Coordinator to support you in your role Induction and 'on the job' training as required Volunteer Charter which demonstrates our commitment to volunteers Agreed out of pocket travel expenses Recognition in the form of thank you events



What the role involves Assisting with the housework, vacuum cleaning, general cleaning, laundry, ironing, changing beds, cleaning windows etc Any other reasonable duties designated by the Volunteer Coordinator Skills, experience and qualities required for the role You will be able to communicate effectively, have good listening skills and an empathetic nature. You will be able to work well within a team environment You will be able to work well within a team environment You will be physically fit and active Understand and maintain confidentiality Recruitment process Application form Informal interview ID verification Two references Disclosure and Barring Check – Enhanced (DBS) Recruitment paperwork Induction session e-learning training (paper based available if not computer literate) and Workbook What we require from our volunteers Satisfactory recruitment checks Respecting and adhering to the charity's Values Following the guidelines, policies and procedures of the charity Carrying out your role to the best of your ability, enthusiasm, and professionalism Being reliable and committed, giving as much notice as possible if you are unable to attend your shift Participating in training confidentiality of charity information and adhering to GDPR (data protection) regulations		
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	Volunteer Services Team contact	01702 426237
www.havenshospices.org.uk/volunteering	details	volunteering@havenshospices.org.uk
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