



Village of Hope – Maintenance Assistant Volunteer Service Description

Job Title:	Maintenance Assistance Volunteer
Reports To:	Director of the Village of Hope
Written By:	Director of Volunteer Services
Position Summary:	Volunteer assists maintenance personnel with electrical, plumbing, painting, carpentry and other similar upkeep, repairs and preventative maintenance.
Date:	4/3/08

Volunteer Service Responsibilities & Duties

1. Maintenance duties to include helping to maintain electrical, plumbing, carpentry or other basic repairs and clean up.

Job Skills and Requirements

1. A sincere desire to minister to and serve the least, the last and the lost of Orange County.
2. Proven record of being prompt, reliable, and committed.
3. Must demonstrate patience, tolerance, and kindness.
4. Must be a State Licensed Electrician, Plumber or Carpenter.
5. Must be willing to take direction from OCRM Staff.

Dress

Casual, comfortable attire is preferred for the comfort ability of our clients.