

Volunteer Cleaner

Our core mission is to improve the lives of anyone affected by cancer, including those with a diagnosis, carers, family members and bereaved relatives, by enhancing emotional, psychological, and physical well-being. Mulberry Cancer Support (The Mulberry Centre) is a charity and relies on funding to support people through their cancer journey from diagnosis, through treatment and then post-discharge. We help them to start rebuilding their lives and promote self-management and we also support carers and family members to deal with these changes. We do this by providing counselling, complementary therapies, wellbeing classes, workshops, creative activities and supporting information, tailored to the needs of our users at, and around, our purpose-built centre in Isleworth.

Purpose of the Role

We are looking for an enthusiastic, kind-hearted, reliable cleaner (cleaning equipment will be provided) to support our small, local charity by routinely providing light cleaning and tidying duties.

Time Commitment – A regular commitment of 3 hours once a month.

Main Duties

- To undertake light cleaning duties such as cleaning window blinds, cleaning windows, wiping windowsills, sweeping the front entrance, and other light general cleaning and tidying.
- To work to a high standard to ensure that we provide a clean, welcoming environment for everyone who visits and uses our Centre.
- Any other duties appropriate for the role and adhering to the charity's policies.

Volunteer Skills Specification:

- Previous cleaning experience, either professionally paid, as a volunteer, or as a general life skill.
- Reasonably physically fit and able to take pride in your work.
- Friendly and professional manner, with a positive, organised and flexible approach to work.
- Able to take direction, but also able to make relevant suggestions.

Benefits, Support and Education

- Opportunity to make a meaningful difference in the lives of individuals affected by cancer by joining a supportive and dedicated team of staff and volunteers committed to making a positive impact.
- Utilising valuable skills to provide a key need.
- All volunteers will be provided with a thorough induction of the work of the charity, its procedures and relevant policies for your volunteer role.
- We will do our best to assist your volunteering role with us. This will include evaluation sessions and keeping you updated with all the relevant information on what support The Mulberry Centre offers.
- There will be an initial 3 months review with your Lead.
- Expenses are reimbursed for travel incurred to carry out your volunteering duties. The reimbursement of any other 'out of pocket' expenses is subject to prior approval by your Lead.

Next Steps

- All applicants are asked to complete a Volunteer Application Form and provide two referees.
- Candidates with the appropriate experience/skills for the role for which they have applied will be interviewed by the Lead associated to the role.
- References will be taken up on successful candidates.

- All new volunteers will be given role specific induction/training by their Lead and the Volunteer Lead will provide general induction to the Centre, the general handbook and relevant information pertaining to policies and procedures and will be asked to sign our Confidentiality Agreement and a Volunteer Agreement, confirming their commitment to the Centre.
- Subject to satisfactory references, and completion of professional documentation an individual may start volunteering, and a review will be carried out by their Lead after 3 months.
- Short-term volunteers providing support on an ad-hoc basis are not required to go through all the recruitment procedures unless they start volunteering on a more regular basis, or their hours increase beyond 5 hours a month.

Further information: Email: volunteer@themulberrycentre.co.uk

Responsible to: Finance & Operations Coordinator