

Volunteer General Housekeeping Assistant

How you will make a difference

CCHC provides practical, emotional and social support to those affected by cancer, who visit the Centre physically or virtually, with a holistic approach to wellbeing: Mind, Body and Spirit.

A bright, clean and tidy Centre is important for health and safety, hygiene, and for welcoming visitors. You will play a key role in helping CCHC run smoothly by helping us keep up to date with housekeeping tasks, thereby enabling the Centre Management Team to be available for our members.

What will you be doing?

Laundry tasks – including therapy room laundry, relaxation blankets and cushion covers

Keeping therapy rooms clean and fresh, ready for clients

Replenishing dispensers such as paper towels and soap

Light cleaning to complement cleaning done by the Centre cleaner.

Hoovering sofas

Cleaning interior windows.

Other housekeeping tasks which may arise, on request of Centre Management Team.

There is an opportunity to combine this role with other Cambridge Cancer Help Centre volunteering roles if desired.

Where will you be volunteering?

You will volunteer at The Centre.

What time commitment do you need to make?

You will need to be available for at least one three-hour session per week to coincide with Centre session times, to be mutually agreed with management team, with occasional extra availability if possible when required.

What skills and qualities will you need?

To be willing and flexible to undertake a variety of tasks which may sometimes be prioritised by the management team

To be reliable

To be willing to work independently and /or with other volunteers and staff

To respect confidentiality

To be empathetic and sensitive in situations where you may have contact with our members.

What training and support will you be offered?

A named supervisor for regular contact.

A volunteer agreement.

An induction with an introduction to the charity, the role and our policies.

Group training refresher sessions.

An opportunity to meet other volunteers and attend volunteer meetings.

1:1 supervision meetings for longer term volunteers.

The Centre will arrange for a DBS certificate application if applicable.

Can I claim expenses?

You will be entitled to claim reimbursement of reasonable travel expenses subject to our agreed policy.

For more detail about this role, or to receive an application form, please contact Lorna Gough: contact@cambridgecancerhelpcentre.org

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