

## Groundskeeper & Maintenance Volunteer Role Description

Job Title	Groundskeeper & Maintenance Volunteer
Location:	ISPCA Longford/Mallow/Donegal
Department:	Maintenance
Reports to:	ISPCA Centre Manager/Volunteer Coordinator
Time Commitment:	Flexible, but shifts are a minimum of four hours

### The overall purpose of the role

The groundskeeper/maintenance assistant plays a huge role in maintaining the Centre and keeping it safe for animals and members of the public. Many animals the ISPCA rescues have been cruelly treated, and have had little to no contact with people or other animals. Providing a comfortable and safe environment for the animals during their rehabilitation at the ISPCA is invaluable.

### Principal Responsibilities

- Repairing any damaged or worn derail fences and paddocks to secure horses, ponies and donkeys.
- Painting and repairing stables/doors.
- Maintaining the National Animal Centre memory garden, clearing walkways and planting.
- Clearing guttering in all areas, painting, gardening, clearing leaves, trimming hedges, weeding and cutting grass.
- Topping grass and assisting with land management.
- Deep cleaning/power hosing all areas, removing leaves, basic decorating and upkeep of the gardens.

### Skill levels required

Previous all-round DIY experience an advantage. We are looking for volunteers who have carpentry, painting, gardening or farming experience. Plumbing and electrical skills and experience also an advantage for small jobs.

### Benefits of Volunteering

Being an ISPCA Groundskeeper & Maintenance Volunteer means you will be part of a well-respected national animal welfare charity. You will be providing a safe, pleasant and comfortable environment for both animals and visitors.

### Volunteer Procedure

A copy of the volunteer procedure is available upon request from the ISPCA Volunteer Coordinator. All volunteers must be over 16 years of age for insurance purposes. No expenses are available. Volunteer should exercise judgement and follow Health and Safety procedures as set out by ISPCA Management.

### Time commitment

Due to the nature of the role, shifts are required to be a minimum of four hours based on a rostered system.