



Facilities Volunteer
Hamilton, Various Sites

Our Mission: Indwell is a Christian charity that creates affordable housing communities that support people seeking health, wellness and belonging.

Job Summary: Facilities volunteers assist our Facilities teams with various tasks on-site and around the buildings. Facilities volunteers will also create meaningful relationships with tenants through respectful interactions.

Key Responsibilities may include:

- General maintenance
- Assisting in yard maintenance
- Assisting with the turnover of units (cleaning units, repairing damages, painting etc.)
- Cleaning/painting hallways, doors, etc.
- Putting together furniture and helping with small tasks before officially opening buildings to tenants

Time Commitment: 6+ months to 1 year

Qualifications: Warm, pleasant and caring approach with problem-solving ability and dependability. Able to maintain good interpersonal relationships and have a genuine interest in supporting people living with mental illness.

Support: Orientation and training for this position will be provided. In addition, program staff will be available for questions and assistance.

Age Requirement: Adult

Other Requirements:

- Experience providing support, ideally to vulnerable people
- An empathetic and non-judgmental approach
- Excellent communication and interpersonal skills
- Connect with tenants from various backgrounds including the BIPOC and 2SLGBTQ+ communities
- Personal integrity with an open and honest approach
- A willingness to work within professional boundaries
- Ability to maintain confidentiality
- Ability to work well independently and as part of a team, with flexibility
- Police clearance (vulnerable sector check) with results acceptable to Indwell
- Own transportation
- Agreement with Indwell's Code of Conduct and other policies and procedures
- References acceptable to Indwell

