Hastings Library of Things Role Descriptions

Role: Fixer and Stores Person

Frequency: Around 2 hours a fortnight. Day and Time flexible

Overview:
Almost all of our “things” are donated and pre used. Stuff wears out, bits get lost, things need replacing. Likewise, our stores can get a bit muddled, labels fall off and sometimes things get put back in the wrong place. This role is perfect for people who like to tinker and are very practical and quite organised.

The Role:

- Check over tools, electrical items, toys and games and other items for damage and missing parts
  Repair as necessary depending on your skills (we appreciate that not everyone can fix everything)
  Manage our Things and return stray items to the correct shelves when they stray.

Essential Requirements:

- To be over 18 (it's an insurance thing)
- Able to handle the things (some things are heavy)
- Able to read and write handwritten notes and follow written instructions
- Willing to follow Health and Safety, Data Protection and Equality, Diversity, and Inclusion policies
- Willing to sign a Volunteer Agreement

Non Essential: Basic computer skills a bonus but not essential

Support:

- Travel expenses and meal allowance for shifts over 3 hours
- Endless hot drinks and sometimes biscuits
- References if you want one
- Training- by agreement