

Maintenance Assistant (light duties), Harefield Hillingdon Narrowboats Association

Hillingdon Narrowboats Association is a volunteer-led charity based in Harefield, providing affordable and accessible narrowboat experiences for local people, community groups and organisations. Our boats enable people of all ages and abilities to enjoy the waterways, spend time together and experience something they may not otherwise have the opportunity to do. Our work helps bring people together, reduce social isolation and support wellbeing, while ensuring that Hillingdon's canal heritage remains accessible to the wider community. We are looking for enthusiastic people with the will to support our work range within our canal side workshop and office. We aim to help maintain the boats and facilities, so they remain safe, well cared for and ready for use by the local community.

- Role responsibilities:
- Be part our friendly volunteer team to support the routine care and maintenance of HNA's narrowboats and facilities.
 - Assist with practical tasks such as painting, decorating, cleaning, basic repairs and general upkeep.
 - Help identify and report any damage, defects or maintenance issues that need attention.
 - Support larger refurbishment and improvement projects where appropriate to your skills and experience.
 - Help keep tools, equipment and maintenance areas organised, tidy and safe.
 - Assist with preparing boats for use and with seasonal maintenance tasks.
 - Follow HNA's health and safety procedures and safe working practices, particularly when working on or near the water.
 - Share your practical skills with the team and, where possible, help others learn new maintenance skills.

Skills and attributes required: Practical, reliable and dependable, with good attention to detail. A team player who is willing to learn, follow guidance and contribute positively to a friendly volunteer environment. You should have a patient and flexible approach, as our narrowboats can be unpredictable.

Training and support given: A friendly in-person induction will be provided at our Harefield base, including an introduction to HNA, our boats, the maintenance team and relevant health and safety procedures. Volunteers will receive practical, on-the job guidance for the tasks they undertake, working alongside experienced volunteers. Any additional training needed for particular equipment or activities will be provided as appropriate. All induction and training are free of charge, with ongoing support available throughout your time volunteering with HNA.

Benefits of volunteering:	You will have the opportunity to use and develop practical skills while supporting a friendly, volunteer-led local charity. The role offers the chance to learn more about narrowboats and the waterways, work alongside experienced volunteers, meet new people and build confidence through hands-on experience. You will also be able to see the direct difference your contribution makes in helping HNA keep its boats safe, welcoming and available for the community.
Policies / codes of practice:	Volunteers are asked to read and follow HNA's relevant policies and procedures, including our Code of Conduct, Volunteering Policy, GDPR/Data Protection requirements, Health & Safety procedures and Safeguarding Policy. Any role-specific policies or risk assessments will also be explained during induction.
Commitment:	We usually welcome maintenance volunteers on Wednesdays and Thursdays, between the hours of 10am and 4pm. There is no fixed minimum time commitment – volunteers are welcome to come for as much or as little time as they are able to give. Some people may stay for a few hours, while others may choose to spend most of the day with us. We value every contribution and aim to make volunteering as flexible as possible.
Other:	Minimum age to apply for this role is 18 years and over. Expenses can not be claimed. References are not required. A basic DBS will be undertaken by HNA (passport, driving licence, proof of address required). The Boathouse is served by public transport; nearest bus stop is 15 minutes' walk away and the nearest train stations are Rickmansworth (2 miles) and Denham (2½ miles). Limited parking is available on site, including accessible parking. A reference can be requested after a certain amount of time of volunteering.
To apply:	1. Visit volunteering Volunteer Hub H4ALL and download or print an application form OR Email volunteerhub@h4all.org.uk to request an application form to be sent to you by email or post 2. Send your completed form by email to volunteerhub@h4all.org.uk OR post to H4ALL, Volunteer Development Team, Key House, Yiewsley, UB7 9BQ 3. Call 01895-676-111 to speak to a member of the H4ALL volunteering team in person