

# **Volunteer Facilities Manager**

Job Description

### **Purpose of Role**

Maintain property and facilities at Just His House

## Reports to

Stanislaus County Program Director

#### **Duties**

- Maintain operations of the Just His House facility
- Assess the maintenance needs and safety concerns at JHH
- Perform small repairs
- Schedule repairs as needed
- · Communicate with service and repair businesses as needed
- Landscape/property maintenance

Time Commitment: Approximately 10 hours a month

#### Qualifications

- Good communication
- Maintenance skills
- Home improvement skills
- Landscaping/Property maintenance skills

# Requirements

- Attend Volunteer Orientation
- Background check and fingerprinting (Fee varies)
- Provide photo for Navigator badge
- Tools for repairs and maintenance



