



Department
for Work &
Pensions

KICKSTART SCHEME

DWP Bid Unique Identifier KS1CA50C60 (DWP use only)

Job title Painter, Decorator Maintenance Assistant.

Company name and Brockholes Enterprise Ltd

Job summary (Outline of the job description including key responsibilities and detail of the skills the young person will develop and details of homeworking. Please provide as much detail as possible Please do not use bullet points)

Since Covid 19 we have seen a big increase in our visitors to site as people want to engage with nature. More so as a result we are starting on a program of work to get our existing visitor centres re-decorated and fitted out with the latest equipment and also developing new café's, shops and visitor centres so that every visitor to our nature reserves gets the best possible experience.

This position will form part of our on-site maintenance team and will focus on the visual elements of the maintenance tasks.

This will be by not only helping paint our walls – in fact painting will be a small part – you will mainly be doing this by helping us decorate using wooden cladding, reclaimed timber and also helping our team on site produce the timber from the tree's on our nature reserves that we then mill in our own wood yard to use to decorate our cafes and visitor centres. As well as this you will be carrying out day to day tasks regarding to the upkeep and steady running of a visitor centre, staff offices, nature reserve and café.

This position will also cover maintenance on the wider reserve and the successful candidates will again help with maintaining reserve infrastructure with the maintenance and conservation teams and keep it all looking its best, for example by painting our boardwalks, and helping erect fencing and signage and even tasks such as helping maintain paths and walkways – you will be given full training in the use of an array of tools and equipment and also get full training on Risk assessments, method of work statements and ROSPA assessments for tools and machinery usage.

By the end of your placement you will have experience of: undertaking safety audits, planning maintenance work programmes, implementing practical work programmes, competent use of hand-tools and a range of machinery such as brush cutters, supervising volunteers for practical tasks, writing risk assessments and Risk Assessment Method Statements (RAMS) for volunteer tasks, auditing and facilitating upkeep of tools, machinery and PPE, undertaking or organising biological recording and monitoring, (where necessary with the assistance of knowledgeable volunteers), using social media to convey information about wildlife and conservation.

Essential skills, experience and qualifications (please do not use bullet points)

Whilst there will be much opportunity for personal development it is essential that you are somebody who has a passion for working with your hands with a good worth ethic.

All of our staff must have an interest in nature and people, are able to communicate well with a wide range of people, and able to organise and prioritise your time. You must also be able to maintain high levels of enthusiasm and self-motivation, work well in a team as well as on your own, use tact and diplomacy, and be flexible to changing circumstances and opportunities. Constant changes created by Covid also mean you will need to have the skills to work digitally at times and be respectful of other workers. While not essential a full driving licence will enable you to take full advantage of the experience available.



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Number of hours per week 25

Working pattern and contracted hours (including any shift patterns) work pattern dependant on business needs, over 7 days. Usually 9-5pm.

Hourly rate of pay NMW

Details of employability support (training opportunities/mentor)

Our candidates will each get allocated a mentor / line manager on site who will provide them with a hands-on kinaesthetic approach to advising them on life in the workplace. All of our candidates would undertake a 12-week induction and review process on site, this will include regular documented reviews of their performance and how they are getting on. This will allow us to set goal and objectives and also provide advice and guidance on their career and goals.

All candidates for this position will be given full training on the use of all tools and equipment on-site and get training on writing and understanding risk assessments and method statements relating to maintenance work.

All candidates will be given access to our online FLOW training program, this will enable them in work time to study for and achieve certificates that are accredited by CPD Certification, IQ Industry Qualification, SQA and to ISO 27001 and ROSPA standard in the below areas.

Health & Safety Level 1, Health & Safety Level 2, Food Safety Level 1, Food Safety Level 2 Food Allergens, Cellar Management, First Aid Awareness, Licensing, Responsible Service Of Alcohol (ROI), Working in a Kitchen, Workplace Sexual Harassment, Disability Awareness Equality and Diversity, PCI Data Security Standards, The Fire Marshal, GDPR Foundations COSHH, Legionnaires' Disease, Coronavirus: Preparing to reopen, Coronavirus: Personal Protection, Coronavirus: Cleaning & Hygiene, Coronavirus: Service after Lockdown, Coronavirus: Customer Service, Coronavirus: Service and Deliveries

Closing date for applications Open until position filled

Using the table on the next page please provide details for each Job by location.



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Employer Job reference (where applicable) 12 Characters Max	Job location and address including post code. (Homeworking - specify if there will be a requirement to attend a different work location and its address/postcode)	Contact details for the Job: Name (required) Email address (required) Telephone (optional)	How to apply for the Job. Provide a method and an: Email address or Website address or Telephone number	Number of Jobs at location	Maximum number of referrals per Job	Is public transport available? Yes/ No/ Don't know	Anticipated start date/s (if known)
	Brockholes Preston New Road Samlesbury PR50AG <u>OR</u> Mere Sands Wood Mature Reserve, Holmeswood Rd, Rufford, Ormskirk L40 1TG	Edward Bailey Ebailey@lancswt.org.uk	Via CV to Ebailey@lancswt.org.uk	2 (One per location)	6	YES, but some walking required	June 2021