**Volunteer Role Description**

**Bicycle Maintenance**

We appreciate your time in volunteering with us; we are confident that your volunteer experience will be both enjoyable and rewarding.

This role involves maintaining bicycles, to a high standard, for use in our bicycle library.

**Objective:**

* To help Age UK Manchester in the safe delivery of the Cycle Library by maintaining the safety of the bicycles.

**The role involves:**

* Completing bicycle maintenance training, organised by Age UK Manchester.
* Working alongside Age UK Staff and other volunteers to deliver the safe service.
* Adhering to Age UK Manchester’s policies and procedures regarding confidentiality, Health and Safety and Equal Opportunities.

**The role will also require you:**

* To make sure bicycles are undamaged and safe to use prior to being hired and when they are returned.
* Keep tools and equipment clean and properly stored when not in use.
* Report any issues to manager.
* To complete any additional training necessary for the role.
* To be reliable and trustworthy.