



Newhaven Church
Committed to serving Christ, each other and the community.

Stewardship – Using your Time and Talents

Role: Fabric Team

Background Info: The Fabric Team led by the Fabric Convenor oversees and manages the maintenance of the Church and Manse buildings both internally and externally within the constraints of the Church finances and ensuring properties comply with relevant health and safety regulations.

Duties/Responsibilities include -

- Overseeing day- to - day repairs
- liaising and meeting with contractors as and when required.
- Comply with relevant health and safety regulations e.g. Ensuring security alarm, fire alarm, fire extinguishers and heating system are carried out as per service contracts.
- Requesting estimates for repairs etc.
- Meeting with contractors/service engineers. Passing on any relevant documentation to Fabric Convenor.
- Assist with annual inspection of the Church properties.

When & How Often: Can vary, depends on what maintenance is required and when the annual/biannual services are due, times can be worked round everyone's personal commitments and in consultation with contractors/tradesmen. At times there is nothing for weeks, and then a few things occur at the same time, difficult to gauge. The more team members the less onerous for all.

Who would I be working with? At present the fabric team consists of three which includes the Convenor, however generally there is usually only one of the team required to meet contractors/tradesmen.

What skills would I need? Willing to communicate with contractors/service engineers to

Is Disclosure Required Y/N? NO

Who do I contact if I am interested or need more information?

Please email volunteering@newhavenchurch.org.uk and we will put you in contact with the right person.