



Quaker Open Christmas 2009
Union Chapel, Islington, London
23rd to 30th December

Quaker Open Christmas Job Descriptions:

OVERNIGHT SHIFT SLEEPING ROOM WORKER

In this role you will be responsible for making sure that all the guests are sleeping comfortably (e.g. are warm enough, not ill, etc.). If any guests wake during the night, you may need to assist them. Additionally, occasionally some guests may choose to stay up in the common room; these guests may need additional care. You will also need to monitor the sleeping room for fire (from smoking in bed) and drug use. It is not necessary to be in the sleeping room all the time to do this job, but the room must be monitored frequently.

Times:

10:am Only guests who are booked into a bed and also volunteers should be in the building. You may need to set up the sleeping room by getting out the beds and bedding. If there are women staying, you will need to set up the screens as well.

7:am Breakfast – please eat breakfast with the other volunteers and the guests (snacks and drinks are available throughout the night)

After Breakfast, you will need to put away the blankets and the beds and put all the sheets, etc. into the washing machine and turn it on to begin the cycle.

Some things to be aware of:

- Please review and remember our Sharps Policy regarding handing bedding.
- Please let the Shift Leader know if you are worried about any of the guests health or wellbeing.

*The purpose of each QOC Job Description is to help the entire Project run smoothly by ensuring that each job is assigned to a responsible volunteer.
As long as the jobs are fulfilled, the roles can then be interpreted somewhat flexibly.*