

**Volunteer Role:** Kitchen Volunteer

**Organisation Name :** Shiloh Rotherham

Shiloh helps adults living in poverty, transition and homelessness, to rebuild their lives, enabling them to connect with health, housing and hope. We welcome guests and volunteers regardless of their beliefs.

**Location of position:** Shiloh kitchen

**Responsible to:** Kitchen supervisor for day to day activities and Volunteer & Services Manager.

**Purpose/ summary of role:** Assist in the running of our busy kitchen, preparing teas and coffees, breakfast and lunch meals, plus serving and cleaning duties.

**Description of tasks**

- Volunteers will assist in the running of our busy kitchen.
- To serve guests who come to the counter.
- To prepare and serve food items and drinks.
- To ensure food safety and food hygiene at all times.
- Manage and maintain our food stores, including stock rotation and food deliveries
- Work co-operatively with all members of staff and adhere to the values, policies, practices and procedures, undertaking training as appropriate to develop skills.

Time commitment required on service days either on Monday, Wednesday or Friday. Volunteer Sessions for kitchen volunteers are 8.00 – 12.00 or 9.00 – 13.00 (flexibility considered)

**Desired skills and experience:** • customer services experience • friendly manner, welcoming and efficient • reliable and trustworthy • sensitive and tactful nature • methodical and organised • previous Kitchen experience desirable for kitchen assistants (essential for cooks).

**Training and Support Induction to organisation**

Full training on all aspects of the role provided, regular updates on organisational activities, support and supervision from Volunteer Manager. All kitchen volunteers must hold a valid Food Hygiene level two certificate (this can be completed as part of your volunteering with Shiloh)

**Benefits to volunteers**

- The opportunity to develop new and existing skills and gain experience in a charity
- The opportunity to meet new people.
- The satisfaction of knowing you are making a vital difference to the work of Shiloh and the Rotherham community
- Free training provided
- Out of pocket expenses paid
- Ongoing continued professional development
  
- **Application Procedure**
- Application Form
- Informal Interview
- 2 x references required
- DBS check completed.

For more information contact Volunteer and Service Manager Matt McMullen on 07864654074 or email [matt.mcmullen@shilohrotherham.org.uk](mailto:matt.mcmullen@shilohrotherham.org.uk)

