

Volunteer Role Description

Role Title:	Catering Support Volunteer	Supervisor:	Karolina Sadowska / Suzie Raraty / Clair Forway
Project:	Maybury Open Door	Project element:	Catering support
Accessibility:	Fully accessible		
Location:	St Paul's Church, College Square, Town Centre Harlow CM20 1LS OR Harefield Church, Burgoyne Hatch, Momples Road, Harlow CM20 3EH	Public transport:	St Paul's: The nearest bus stop Haydens Road - bus services: 1, 1B, 3, 3A, 86, and 505. Harefield - bus services: 8,
Days of week:	Tues, Fri St Paul's Church Thurs, Harefield	Hours:	12.00 – 2.00
Trial period	1 month	Date Posted:	06/07/2021
Training	<ul style="list-style-type: none"> • Induction Training • On the job training for the tasks you are assigned • H&S training – Handling & Lifting / Fire Evacuation etc 		
Online information:	https://mrct.org.uk/maybury-open-door/		
Contact information:	enquiries@mrct.org.uk Call 01279 724 515		
Role Description:			
<p>ROLE AND RESPONSIBILITIES</p> <ul style="list-style-type: none"> • Working as a team with other named volunteers and the two community workers on duty • Helping with food preparation, and with other kitchen duties • Helping with health & safety procedures, including fire marshalling, food checks. • Ensuring that health & safety rules are always followed • Keeping people's personal details CONFIDENTIAL at all times • Supporting the Christian ethos of the charity <p>DESIRABLE SKILLS:</p> <ul style="list-style-type: none"> • Able to work as part of a team and support other team members • Able to be self motivated • Able to listen • Good people skills <p>PERSONAL ATTRIBUTES</p> <ul style="list-style-type: none"> • Desire to work with people from a range of backgrounds • Reliable and committed <p>ADDITIONAL NOTES</p> <p>We request that all applicants agree to a DBS check. The results of this will not necessarily exclude you from this volunteering role, if you are uncomfortable with this, please get in touch for us to discuss with you.</p>			
Approved By:	Andy Thornton	Date:	06/07/2021

Location

Last Updated By:	Name	Date/Time:	Date/Time
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