

st elizabeth hospice

Volunteer role:	Volunteer Catering Assistant
Location:	Hospice
Staff member link:	Head Chef

Role summary:

To support paid staff and other volunteers to provide a service to the patients, staff and other visitors to the café.

What you will be doing:

Key activities include but are not limited to the following:

- Provide 100% customer service with food and drink, taking orders including use of till (full training will be provided)
- Basic food and snack prep, restocking of display fridges and counter items
- Table clearance and tidying, wiping, sweeping etc intermittently throughout, maintaining high standards, and at the end of service
- Prepare drinks and or drinks machine, training will be given.
- Clean down equipment at end of service
- Fill in temperature checks and cleaning schedule daily

What we ask of our volunteers:

- To uphold our hospice values:
 - One team, one community
 - Learning never ends
 - Compassion takes courage
 - Every moment matters
- Take part in training so you feel confident and supported in your role
- Respect confidentiality for patients, staff and fellow volunteers at all times
- Be friendly and team focused so everyone feels welcome and supported
- Stay committed and reliable to help the team run smoothly
- DBS checks for some roles to ensure safety and suitability

The benefits to you:

- Be part of a forward-thinking charity and make a real impact
- Feel proud of making a difference in your community
- Give back locally and support people who need it most
- Build new skills and grow your confidence.
- Meet new people and join a supportive team
- Training provided so you feel comfortable and ready for your role

Your skills and attributes:

- Outgoing friendly personality to provide good customer service
- Good personal hygiene and attention to food and cleaning requirements