

Volunteer Role Profile



Volunteer Role	Lewes Hoff Kitchen Volunteer
Volunteer Manager	Jane Clarke
Where you will be based	Community

Why we want you

It's important to provide accessible recreational facilities for the over 50s and wider community. We need you to assist the kitchen staff in the delivery of great quality food, drinks and service. This will involve assisting front of house serving to customers and helping to keep the kitchen and café areas safe, clean and tidy.

What you will be doing

- Proactively helping to keep the kitchen and café clean and tidy (e.g., by cleaning down workstations, walls and floors; by clearing and wiping tables, sanitising and moving chairs and tables back into the correct layout)
- Clearing plates, dishes, crockery, and pans etc. into the wash area and remove any leftover food into food waste bins. Rinsing dishes and then process through dishwasher
- Supporting front of house, serving hot drinks and ensuring the hatch is clean.

The skills you need

- Friendliness, reliability, and honesty
- An interest in food and catering and providing great service
- An enjoyment of teamworking and the ability to work in cooperation with others
- Listening and communication skills

What's in it for you

- An induction and initial training
- Ongoing training relevant to your role
- Reimbursement of out-of-pocket expenses
- Appreciation of your commitment and time given to Age UK East Sussex
- An opportunity to meet other volunteers socially and for training
- Appropriate insurance cover - to protect you whilst you acting on behalf of Age UK East Sussex (Please note our insurance covers volunteers from the age of 16-85 years of age)
- Work experience and reference after six months volunteering
- Regular support and communication

Disclaimer

Age UK East Sussex reserves the right to review this role description from time to time to best suit the changing nature of the role in line with service needs. Any changes to this document will be made by mutual agreement.