



JOB DESCRIPTION: VOLUNTEER KITCHEN ASSISTANT

Responsible to: Kitchen Manager

Hours: 4-12 per week

Main location: Bedford Hall, 72-74 Wellesley Road, Croydon
CR0 2AR

Purpose of Post:

To provide our members with an excellent lunch service during the week.

Duties and Responsibilities:

- 1)** To Maintain a clean and safe working environment in accordance to Croydon Visions policies & procedures.
- 2)** To be responsible for the correct use of equipment and wearing the correct uniform when in the kitchen.

- 3)** To assist the Kitchen Manager with the cooking and serving of food.
- 4)** To provide members with an excellent service and aid members if they require any assistance during the service.
- 5)** To work co-operatively with paid staff and other volunteers.
- 6)** To undertake appropriate training when necessary, in consultation with the paid staff, e.g. sighted guiding, first aid.
- 7)** To undergo a Disclosure and Barring Service check and provide satisfactory references.