

Volunteer Role Description

Role

Catering and Events Assistant

Report to

Sheila Cavanagh - Head of Catering

Objective

To assist in the delivery of food and beverages in the Lantern Café and at events

Role description

- Counter serving, taking orders in the café and the outside areas
- Table clearing, washing dishes, preparation of servery, clearing up of the same
- Serving food and beverages at events including concerts, special services, etc

Person specification

Essential

- A polite and pleasant demeanour
- A proactive attitude and the ability to use own initiative
- To be physically fit with good standards of personal hygiene
- Willing to work as part of a team
- Good standards of both numeracy and literacy
- An interest in catering and food preparation

Desirable

- An understanding of food hygiene,
- A food hygiene certificate
- An interest in/or previous experience in customer service

Volunteers are responsible and accountable for

- Compliance with workplace policies and procedures for risk identification, risk assessment and risk control
- Active participation in activities associated with the management of workplace health and safety
- Identification and reporting of health and safety risks, accidents, incidents, injuries and property damage in the workplace
- Correct utilisation of appropriate personal protective equipment

Equal opportunities:

It is the policy of this organisation to provide equal opportunities without regard to gender, disability, race, religion, country of origin, age, sexual orientation or status