



**Elmbridge**  
Borough Council  
*... bridging the communities ...*

## Community Support Services Volunteer Role Profile

### Kitchen Volunteer

Directorate	Community Support Services
Location	Seven Centres for the Community (in Claygate, Cobham, Hersham, Molesey, Thames Ditton, Walton and Weybridge)
Reporting to:	The Centre Cook
Client group:	Older People (over 65 years)
Specific duties:	<ul style="list-style-type: none"><li>• Preparing food,</li><li>• General cleaning of the kitchen area,</li><li>• Taking and storage of deliveries in the kitchen area,</li><li>• There may be other tasks within this role that may be required from time to time that are not included in the above. The Link Coordinator will ensure the volunteer understands the task and will provide support and supervision if required.</li></ul>
Would suit someone who:	<ul style="list-style-type: none"><li>• Enjoys preparing and cooking food.</li><li>• Wants to support their local community</li><li>• Is able to stand on their feet for a shift</li><li>• Enjoys working as a member of a small team</li><li>• Increase their experience and improve their employability</li></ul>
Required skills:	<ul style="list-style-type: none"><li>• Basic food preparation</li></ul>
Induction and training:	We provide a comprehensive induction programme including basic food hygiene awareness and there is an ongoing training and awareness raising programme
References:	2 satisfactory references are required
DBS status:	A DBS check is not required for this role.
Time of sessions:	Length of sessions are 3 hours starting at 9 a.m. and finishing at 12 p.m.
Commitment required:	<ul style="list-style-type: none"><li>• Volunteers may be required to work hard as these sessions can be quite busy, so time will go quickly.</li><li>• We need a schedule of volunteers at least one week in advance. We can offer regular slots on the rota or an on-call rota.</li></ul>
Satisfaction:	A contribution towards the work of Community Support Services and a great way for you to meet and make new friends in the local community.
Contact information:	Preventative and Support Services Manager Community Support Services Elmbridge Borough Council Civic Centre, High Street, Esher Tel No: 01372 474552 Email Address: <a href="mailto:commservices@elmbridge.gov.uk">commservices@elmbridge.gov.uk</a>