



Volunteer Position Description

Title:	Volunteer Kitchen Helper
Programs:	Kitchen
Reports to:	Head Cook / Volunteer Director
Schedule:	2-3 hour shifts, 10AM-12PM any day of the week OR 4PM-6PM Monday to Friday
Commitment:	at least 1 shift/month, for a minimum of six months

Position Summary:

As a volunteer Kitchen Helper you will help provide our clients with nourishment by assisting in the preparation and serving of nutritious meals to our Detox and Shelter clients

Key Position Components:

- Engage with clients with respect and dignity, interacting with them in a caring, non-judgmental manner
- Assist in the preparation and serving of meals
- Setting up and cleaning up the dining room
- Set and maintain clear boundaries with clients as needed
- Assists in monitoring clients' safety and well-being; call for support when needed

Learning Opportunities:

- How to engage with vulnerable populations
- Active listening skills
- Safe food handling
- Teamwork in a kitchen setting

Qualifications:

- Clear personal boundaries and the ability to set limits
- Strong interpersonal communication skills and the ability to communicate showing respect and dignity as well as with discretion while maintaining confidentiality
- Team player and the ability to converse in English
- Able to follow directions
- A minimum of two years consistent sobriety

Position Requirements:

- Vulnerable Sector Check
- POPA & ATIA Certification
- Protection for Persons in Care Act
- Safe Food Handling
- Lift Training
- Able to lift up to 20 lbs.
- Able to stand for 2 to 3 hours