

Volunteer Role Description

Kitchen Porter Volunteer

Aim or goal of position:

The kitchen is a real hub of the Highland Hospice and provides freshly prepared meals for patients and customers of our “By the River” café. Volunteers provide an invaluable “extra pair of hands” to support the cooks and ensure the kitchen is kept clean and clear of clutter. Kitchen volunteers do not do any cooking.

Main responsibilities and suggested activities:

- Put dirty dishes through the dishwasher
- Put dishes away in Kitchen
- Assist with general tidying up in the kitchen
- To support the Kitchen and café teams to deliver high standards of care to patients, visitors, staff and customers.

Skills / attributes and/or qualification(s) required:

- You need to complete a short Food Hygiene Awareness session which is delivered either by booklet or face to face (you can do both if you like)
- You're on your feet either walking or standing for this shift, so volunteers need to have a good level of fitness.
- It's a busy environment so, once training has been completed, volunteers would be expected to be able to carry out work on their own and identify other tasks to be carried out within the boundaries of the role.
- No two shifts are likely to be the same, so you need to be able to adapt to a quickly changing environment.
- A degree of flexibility is desirable and it would be appreciated if volunteers could finish their shift once their area of the kitchen is tidied and everything cleared away (if that's after their finish time).

Estimated hours: 1 - 2 hours dependent on shift

Scheduling: Monday – Friday 12.30 – 3.30pm and 4pm – 5pm

Length of commitment sought: Weekly or fortnightly for at least 3 months

Work site: Highland Hospice, Ness House, 1 Bishops Road, Inverness, IV3 5SB

Benefits to the volunteer:

- Opportunity to work with a great team

Created on 23 June 2017

- You're helping to free up the Cooks' time to let them prepare and provide amazing meals for our patients, staff and customers
- Gain confidence and friendship
- Opportunity to receive training such as Food Hygiene
- Satisfaction of contributing to work that supports the Highland Hospice
- Gain Duke Of Edinburgh Award

Start Date: To be agreed upon completion of training

Role supervisor(s): Cook in charge of kitchen

For further information and application contact the Volunteer Office on 01463 227902 or Email: volunteer@highlandhospice.org.uk