

Volunteer Food Stop Assistant

Purpose of the Role:

To assist in the running of the Action Homeless food bank; helping to provide an essential service to citizens of Leicester.

Main tasks and activities:

- Processing donations and sorting them by food type and expiry date
- Ensuring food is stored in line with Food Safety regulations
- Where necessary transferring donations from storage to storefront
- Keeping record of the no. of clients visiting the food bank
- Helping customers by putting together balanced food parcels based on their needs, personal preferences, and dietary requirements
- Acting as a friendly and approachable point of contact in store, providing sign posting where necessary
- Contributing to the creation of a welcoming environment for everyone who visits the food bank

Qualities, experience and skills sought:

- A desire to work with a wide range of people; enjoys working as part of a team
- Organised
- Reliable
- Flexible
- Good communicator
- Friendly and approachable

N.B. Due to the nature of this role you must be 18yrs or over to apply. You will also be required to complete a DBS Disclosure.

Training provision – our commitment to you:

We will provide you with a full induction to Action Homeless and your role.

You will receive additional information regarding volunteer expectations, role specific training, and support in your Volunteer Induction Pack.

Availability: Weekday afternoons, from 12pm-5pm

Location: Malcolm Arcade, Leicester City Centre

Main point of contact:

If you are interested in this role, or have any questions, please contact:

James Riviere (Community Engagement Intern)

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