

VOLUNTEER JOB DESCRIPTION

JOB TITLE: *Arthur's Farm Kitchen (café) Volunteer*
RESPONSIBLE TO: **Nina Elizabeth – Arthur's Farm Kitchen**

BACKGROUND TO SOCIETY:

The Fordhall Community Land Initiative is a not-for-profit community owned society, which owns and utilises Fordhall Organic Farm in North Shropshire as an educational and social resource, promoting sustainable farming and healthy living. It raised an amazing £800,000 in 2006 through a high profile national press campaign to enable Fordhall Organic Farm to be purchased by its non-profit making shareholders, of which there are now over 8000 worldwide. The society was created by Charlotte and Ben Hollins, both in their early twenties, and is now developing into an exemplar project with wide reaching appeal and benefits.

JOB DESCRIPTION:

As a general assistant in Arthur's Farm Kitchen, our small but busy café, you will work front of house and in the kitchen. You will be a friendly point of contact for our customers, making them feel welcome and ensuring they receive the best quality service.

JOB MAY INVOLVE:

- Greeting customers and making them feel welcome
- Clearing of tables / replenishment of customer supplies (e.g. sugar, sauces, cutlery etc.)
- Washing up, polishing and returning of clean items.
- Taking orders and communicating accurately and efficiently to the kitchen.
- Serving pre-prepared food and beverage orders (full training will be given)
- Basic food preparation (such as peeling vegetables)
- Handling of money/payments.
- Any other reasonable request by your senior manager to ensure the success of our cafe.

SKILLS:

- Excellent people skills, an outgoing, friendly and proactive character.
- Confident with technology (electronic till system and card payment machine subject to full training)
- Knowledge of basic food hygiene (subject to additional training)
- Good communication skills and a team player.
- Being able to use your own initiative but be able to ask for help when you need.
- Ability to multi task.

• **WHAT YOU WILL GET BACK:**

- Induction to organisation and a warm Fordhall welcome.
- Full training on all aspects of the role.
- Regular updates on organisational activities.
- Support, advice and guidance, from Arthurs Farm Kitchen.
- Opportunities to develop your customer service and hospitality skills in all aspects.
- An opportunity to gain valuable work experience from a highly varied organisation.
- A reference for any future job applications.
- If there is some additional training that you would like we can on occasion access funding to provide this for you.