

The Hope Hub

Volunteer Role Description & Person Specification



Volunteer Role

Cookery Course Volunteer

Service Pathway:

Empowerment Services: Living Well Courses

Responsible to:

Service Delivery Manager: Camilla Spicer

Mentor:

Volunteer Lead: Ali Robertson-Fox

Days and Hours:

Tuesdays from 9:30-14:30

Courses of five workshops.

We aim to run a course each half-term.

Volunteers are asked to commit to support all five workshops in any one course. We request that you support two or more courses per year.

Some holiday cover may be provided by other members of the voluntary team.

The Affordable Cookery Courses include a series of five Workshops which are generally held on a Tuesday. As well as addressing basic needs, such as cooking healthy, affordable and nutritious food, Service Users receive any technical and educational support they need to gain a Level 2 Certificate in Food Safety and Hygiene.

We are looking to develop a team of volunteers to support the delivery of these courses and to support each other. We aim to run six, five-week courses across the year with volunteers supporting as many courses as they are able to and covering for each other's holidays.

As a volunteer you would be supporting Service Users from very different backgrounds and with very different levels of skill to feel welcome, enjoy learning, gain self-confidence and to cook more healthily on a tight budget. Our Education and Employment Coaches take the lead on the level 2 qualification, but should you also be interested in supporting that, please let us know.

The Affordable Cookery courses open the door to all our other practical support services, such as courses in basic budgeting and workshops to support mental health and wellbeing. They can also be the first step towards digital inclusion, further training and employment. Help people to believe in themselves.

Essential requirements – The Hope Hub team can help and support with the following:

- A DBS check is required when working directly with vulnerable Service Users.
- A Level 2 Food Safety and Hygiene Certificate is beneficial. This can be undertaken remotely or with support, over one day or longer as you wish.

Key Tasks

- Set up the room before each workshop.
- Offer service users a warm welcome and support.
- Help to make, serve and clear tea and coffee.
- Support our Case Workers as they deliver individualised practical training to the Service Users, such as equipment, use of food parcels, budgeting etc.
- Help to support and monitor Services Users' literacy skills and learning styles as they read recipes and support materials for their Level 2 Certificate in Food Safety and Hygiene.

- Help Service Users risk assess and keep safe when using sharp equipment and cooking facilities.
- Build confidence and celebrate Services Users' achievements, supporting them to extend them further.
- Add ideas about further ways to meet individual's needs to the following week's planning.
- Share a freshly cooked lunch and participate in social interaction with all at the meal table.
- Clear away after the workshop.

Your Safety and Protection

- You will be asked to read and continue to have access to our policies and procedures for keeping you, our Service Users and our staff safe and for meeting the ethos of The Hope Hub.
- Relevant guidelines relating to Covid-19 will always be followed.
- At least two references will be required following a successful interview.
- Our Service Delivery Manager and the Caseworker leading the course will provide supervision.

Benefits of the Role

- ✓ Experience volunteering at one of the most dynamic charities in Camberley.
- ✓ Learn from and be supported by our Volunteer Support Co-ordinator.
- ✓ Know that you provide hope, empowerment and crucial support to some of the most vulnerable people in our community.
- ✓ Be part of a team, using your personal skills to advantage and learning new skills from others.
- ✓ Gain experience and insight into working within the charity sector. This is an excellent opportunity for anyone who is considering a career in voluntary, charity, social care and health services or in catering roles.
- ✓ Comprehensive induction, ongoing training, and Volunteer 'thank you' and support sessions.
- ✓ Scope to extend into other areas of volunteering at The Hope Hub, in the community and/or at the Emergency Accommodation Service.
- ✓ Out of pocket expenses are covered in line with our policy.

We are looking for a small team of volunteers who:

- Have a positive outlook and manner.
- Are able to help without judgement or discrimination.
- Are excellent communicators.
- Demonstrate good listening skills.
- Are patient and encouraging.
- Are able to work as part of a team and independently.
- Have an interest in modelling and sharing practical, affordable cookery tips.
- Can model good food safety and hygiene practices.
- Will be reliable and committed to the role and the team.

Next Step

Please complete and return The Hope Hub Volunteer Application Form that you will find on the 'Volunteering' section of our website or call us for further information.

The Hope Hub | www.thehopehub.org.uk | 01276 581174 | connect@thehopehub.org.uk
 Registered Address: Knoll Road, Camberley, Surrey, GU15 3SY | Charity Number 1176452

Thank you for your interest in The Hope Hub and for thinking about Volunteering with us. As a charity, we have continued to grow and serve more people in need during the pandemic and very much look forward to welcoming more Volunteers back to support our new initiatives.