

Volunteer Role Description

Volunteer Role:	Choir Catering Volunteer
Location:	Euston, London NW1
Commitment:	One 2 hour shift on Monday afternoons / early evenings
Responsible to:	Social Events Co-ordinator & Volunteer Co-ordinator

Purpose of the Role:

The aim of ScotsCare's choir is to bring people together and to raise funds for our work. Singing and being part of a group is proven to improve our emotional and physical well-being. This role will support our Social Events Coordinator (SEC) in preparing and serving food for the choir to share after each weekly choir practice session over the course of 3 x 10 week terms p.a.

Tasks include:

- Food preparation – preparing and setting out food bought by SEC and contributions from clients –starting approx. 4.30-5pm and preparing food for choir members to share after rehearsal at 5.45pm
- Clearing up afterwards with other vols and SEC
- Welcoming clients, paying particular attention to those who may be nervous or shy
- Respecting confidentiality and maintaining appropriate professional boundaries with clients, some of whom are vulnerable
- Work in safe manner and in accordance with event safety requirements as outlined by the SEC
- Report any issues or concerns to the SEC or Volunteer Coordinator as soon as possible

Skills / qualities needed

- Food Hygiene qualification or willingness to do training – we can provide this one day training course if needed
- Reliable with good time keeping
- Good communication skills, friendly and a welcoming manner
- Non-judgemental attitude
- Awareness and understanding of confidentiality and the need for professional boundaries
- Compassionate approach to the aims of ScotsCare
- Willingness to attend training relevant to the role at City Road

What you can expect

- A full induction into ScotsCare and instruction and support to carry out your role
- Training relevant to your role i.e. Safeguarding adults, confidentiality, boundaries etc
- Travel expenses reimbursed and refreshments provided
- Opportunities to be involved in other volunteering roles if interested
- Volunteer social events and newsletters
- Volunteers are welcome to join us for food and conversation if time allows.

Recruitment: Application form, informal interview and 2 references.