

St Botolph's Church Coffee Shop Assistant

Role Title:	Volunteer Coffee Shop Assistant
Responsible to:	Volunteer Manager
Where:	St Botolph's Church, Church Street, Market Place, Boston, PE21 6NW
Time commitment:	3 hour Shifts Tuesday - Friday
Role description:	To offer a friendly welcome to all visitors to the church. Serve food and drinks to visitors, ensuring that high standards of cleanliness are maintained in accordance with food hygiene regulations. Cash and card handling. Clearing and cleaning tables and work surfaces as required. Ensuring the opening and closing checklists are completed
Main tasks:	<ul style="list-style-type: none"> • Welcome and serve customers in our coffee shop.
Required skills, qualities, and experience:	<ul style="list-style-type: none"> • Interact with the public • Friendly and confident • Work as part of a team • Be prepared to attend training course including level 1 food hygiene
Training and support available:	<ul style="list-style-type: none"> • Full induction training • Food hygiene Level 1 • Training in history of building • Regular volunteer support meetings
Any other requirements:	<ul style="list-style-type: none"> • Be prepared to give 3 hours a week on a regular basis • Work to food hygiene standards
COVID -19 Compliance	A number of control measures are in place for customers and volunteers at Café Light to ensure compliance with current Government guidelines.
Recruitment process:	Application form, Interview, references NB: Starting dates will be discussed and agreed during interview for successful candidates.
Date role created:	October 2021

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For further information please contact:

Adam Kelk

Head Verger

St Botolph's Church

email: support@parish-of-boston.org.uk

Telephone: 01205 310929

Send your covering letter and brief details of any experience you may have either by post or email to:

Adam Kelk

Head Verger

The Parish of Boston

Parish Office

1 Wormgate

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