****

**Volunteer Coffee Shop Assistant**

**Role Description**

**Location**: Clowne or Hasland

**Hours**

A regular commitment is important. Ideally, we like volunteers one morning or afternoon a week. Although a few hours a week are still valuable to us.

Ashgate Hospicecare recognises that volunteers in all our retail & coffee shops play a vital part in the success of the hospice and the care it provides to patients and their families. Our retail volunteers support and promote the wider hospice and help up to form valuable links within the community. For that we are extremely grateful.

**Role Description:** To be part of a small team of staff and volunteers carrying out various duties to help maintain the effective running of the coffee shop.

The role may involve

* Front of house duties ranging from serving customers & taking payments, making & preparing coffees & other hot drinks, taking out orders to customers
* Back of house duties include from preparing & cooking food, stock rotation
* General assistant duties which may include helping keep the kitchen area safe & sanitary, clearing tables, loading & unloading the dishwasher

**What kind of people are we looking for?**

* Experience in customer service or catering would be great, although not essential as full training will be given.
* Someone who is sociable and friendly
* Can work with minimal supervision
* Will agree to complete our Essential Training during induction period

**What we can offer**

* The chance to be part of a friendly, supportive team
* A real opportunity to make a difference in your local community
* Full training and the chance to learn new skills
* Invites to volunteer events
* Travel expenses paid

**Please call into the store for an application form or contact the Volunteering Team at Ashgate on 01246 568801 ext 515 or email** [**volunteering@ashgatehospicecare.org.uk**](mailto:volunteering@ashgatehospicecare.org.uk)