



## Volunteer Position Description

**Position Title:** Community Meals Lunch Serving Group. Ideal for 5-8 people.

**Purpose:** To ensure food security for those served at Community Meals via the serving of lunch or dinner. Volunteers will come in a little before lunch or dinner time to roll silverware and then serve meals to clients.

**Location:** Basement of Christ Church Cathedral, 45 Church Street, Hartford, CT.

### Key Responsibilities:

- Serve meal and engage with guests in dining room.
- Clean up kitchen and dining room area after the meal (including washing dishes and wiping down tables)
- Roll utensils or tickets during downtime

**Reports to:** During volunteer shift: Chef and Program Assistant; For volunteer scheduling, letters, evaluations, etc.: Community Engagement Program Manager.

**Time Commitment:** Lunch shifts available Monday through Thursday from 11:45am to 1:15pm. Dates are subject to availability.

If at any time you are not able to cover your scheduled shift call: 860-706-1534 and speak to Program Assistant or call 860-728-3201 and speak to Community Engagement Program Manager.

**Support:** Orientation, onsite training and instructions

**Dress Code:** Casual but appropriate in a professional setting. This position requires volunteers to be on their feet so comfortable, closed toed shoes are required.

When prepping food, medium to long hair will need to be tied back and covered with a hair net (we provide) or a hat.

### Desired Attributes:

- Comfortable working with a diverse population
- Able to work in a busy atmosphere
- Enjoys cooking and spending time in a kitchen setting.
- Ability to follow ServSafe food handling protocols and instructions provided by Community Meals staff.

**For more information, please contact the Volunteer Coordinator at 860-706-1522 or [volunteering@handsonhartford.org](mailto:volunteering@handsonhartford.org)**