## Role Description: Community Larder Volunteer

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Company** | Berkshire Youth | | Department | Waterside |
| **Title** | Community Larder | | **Location** | Waterside Centre, Newbury |
|  | |  |  |  |
| **Role Purpose** | |  |  |  |
| Community Larders are a community-based food membership programme which help to empower people in need with food and advice in a place where members feel they belong.  It is directly supporting a need for families and individuals facing food poverty and/or access to affordable food.  In addition the social value of the project can help combat loneliness, isolation and improve community relations. These can be optional and adaptable to your community needs.  Unlike food banks, Community Larders are non-means-tested. Anyone who wants to prevent food waste or to save money can join. A weekly fee gives people access to surplus groceries at heavily subsidised rates. **For an individual this could mean savings of up to £400 per year on their weekly shop.**  The larders are primarily staffed by community volunteers and there are a variety of roles:  **Lead Coordinator**  We need to make sure that we are running effectively and safely in accordance with local governance and requirements the Lead co-ordinator will ensure this happens.  Therefore all larders are subject The Lead Coordinator is responsible for ensuring the following responsibilities are designated to volunteers in their team.  They are also responsible for training future volunteers and ensuring that all food compliance is met.  They are responsible for the Safety and Compliance Folder and ensuring it is available and maintained at the larder every week.  **Core Volunteer**  This is volunteer holds a Level 2 Food Hygiene certificate (training to be provided).  Must have two core volunteers on site every week  **Appointed First Aider**  This is the volunteer appointed as a First Aider.  **Occasional volunteer**  Works on a rota basis to support the core group of volunteers | | | | |
|  | |  |  |  |
| **Main Duties** | | | | |
| * Set up hall for food distribution | | | | |
| * Logging members on CRM | | | | |
| * Setting up new members on CRM | | | | |
| * Ensuring Health and Safety of volunteers | | | | |
| * Ensuring equitable distribution of food | | | | |
| * Connecting members with partner services | | | | |
| * Encouraging engagement from partner services | | | | |
| * Welcoming families and individuals to the Larder | | | | |
| * Support the raising of Community Larder profile | | | | |
| * Encourage new members to join | | | | |
| * Work within guidelines of Berkshire Youth policies and procedures | | | | |
| * Effectively complete monitoring & Compliance paperwork | | | | |
|  | |  |  |  |

This post is subject to a References and probation period. A DBS may also be required.

Training will be provided.