

Volunteer Position Description

Position Title: Café at Fifty-Five Prep Volunteer

Description: Volunteer will be helping staff members prepare food and clean-up for The Café at Fifty-Five's daily use.

Purpose: To ensure the successful daily operation of The Café at Fifty-Five which assists people with barriers to employment gain and build job skills.

Location: 55 Bartholomew Avenue, Hartford, CT

Key responsibilities:

- Assist Café staff with general operation of café including preparation of food for daily menus and catering orders
- Assist with clean-up of kitchen and café space including wiping down tables, washing dishes and removing trash
- Deep cleaning of kitchen equipment and space to ensure sanity, safe environment for customers and shared kitchen users
- Engage and serve café customers

Reports to: During volunteer shift: Café staff; For volunteer scheduling, letters, evaluations, etc.: Community Engagement Program Manager.

Time Commitment: Shifts available Tuesday through Friday from 7:30am to 11:30am and 11:30am to 3:30pm.

If at any time you are not able to cover your scheduled shift call: 860-728-3201 and speak to Café staff leader or 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 in the kitchen or handling food, medium to long hair will need to be tied back and covered with a hair net (we provide) or a hat.

Desired Attributes:

- "Roll up your sleeves mentality"
- Enjoys cooking, cleaning and spending time in a kitchen setting
- Ability to follow directions precisely and attentive to detail
- Comfortable working with a diverse population
- Ability to follow ServSafe food handling protocols and instructions provided by Café staff
- Ideally, able to lift a minimum of 15 pounds

For more information, please contact Wanda Guzman, Community Engagement Program Manager at Hands On Hartford: 860-706-1507 or wguzman@handsonhartford.org