

Caritas Diocese of Shrewsbury
St Mary's Caritas Centre
Welcome Café Team

Volunteer Roles and Responsibilities

- Preparing food and drinks
- Welcoming everyone who comes to sessions at the centre
- Keeping kitchen and meeting areas clear and tidy during sessions
- Setting up and packing down the cafe
- Have good communication skills and an ability to listen.
- Be able to work as a member of a team.
- Adhere to Caritas' rules, procedures and standards, including health and safety procedures and its equal opportunities policy in relation to its staff, volunteers and clients.
- Be reliable and consistent with regards to your agreed time commitment. Inform named person in plenty of time if unable to attend group.
- Be prepared to work in accordance with the Caritas Safeguarding Policy.

It is expected that volunteers will

- Attend a welcome session and ongoing training as required
- Agree to DBS check.
- Give consent to be photographed for funding and marketing purposes.