

## **Volunteer Task Description and Person Specification**

### **Cook**

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#### **Introduction**

The Lorica Trust (formerly the St Patrick's Trust and prior to that the St Patrick's (Hove) Community Centre) was established when Father Alan Sharpe let two people, homeless and hungry, spend the night in the church one cold winter's night in 1985, he unknowingly set out on the work of a lifetime for himself and his family.

Having provided over 250,000 bed spaces since opening in 1985, Lorica St Patrick's continues to offer support for homeless and marginalised people through its purpose-built 22 bed Night shelter, 29 bed Hostel and move on accommodation in the community.

#### **Task Description**

To prepare, cook and serve healthy, nutritious and balanced meals for residents. Make sure adequate food supplies are available from the storage area according to menu requirements whilst ensuring that food donations are used in a planned way to minimise food costs. You will be required to ensure that the kitchen is kept clean and free from hazards and the use of any machinery, appliances and equipment comply with Health & Safety and manufacturing guidelines and report any defect or repairs of catering equipment to the Facilities Manager.

#### **Person Specification**

Knowledge of nutrition and dietary requirements and experience of providing catering services will be required.

You should have an understanding of Health and Safety in particular the use of catering equipment and cleaning materials.

Some knowledge of the issues relating to homelessness, substance misuse, mental health, and long-term unemployment would be an advantage.

#### **Hours Required**

- One or two sessions per week to suit volunteer (a session = 4pm to 8pm)

#### **Training**

- Overview of Lorica St Patrick's to include history, current organisation structure, funding channels and future strategy.

#### **Responsible To**

- Project Worker Team Manager/ Facilities Manager

**For further information you can contact us via [sallie.quinlan@lorica.org.uk](mailto:sallie.quinlan@lorica.org.uk) – please mark your email *Volunteering*, or you can call us on 01273 733151.**