



**NEIGHBOURHOOD LINK**  
SUPPORT SERVICES

## COMMUNITY DINNER VOLUNTEER

**Reporting to:** The Newcomer Outreach Assistant

**Job Summary:** The Community Dinner Assistant works in the Youth and Newcomer Department and assists Neighbourhood Link Support Services (NLSS) staff in the set up, serving, clean up and dismantling of the Community Dinners.

The hours required are Thursdays from 4:30 pm–7:00 pm. Each volunteer is assigned for a three month period, but this period can be extended upon request and with placement supervisor's approval. A minimum 75% attendance is required.

### **Duties:**

- Setting up for the community dinner for 60-80 clients
- Serving dinners to clients
- Washing dishes and cleaning up kitchen area
- Wiping down and folding tablecloths and putting them away
- Folding tables/stacking chairs and putting them away
- Sweeping floors and vacuuming the carpet
- Performing duties according to food safety standards

### **Qualifications and Requirements:**

- Completion of Food Security Training provided by Neighbourhood Link Support Services.
- Ability and willingness to follow instructions
- Physically able to do moderate lifting of 10-50lbs
- Customer service skills
- An interest in food and nutrition
- Ability to work in a team

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