

Café Assistant - Hauxley Wildlife Discovery Centre

Team

Druridge Bay Living Landscape Team

Responsibilities

- Working as part of the Druridge Bay volunteer team reporting to designated NWT staff.
- Helping prepare food and drinks in the café.
- Assisting with keeping the centre clean and tidy.
- Taking payments using a till.
- Helping with the gift shop – restocking etc.
- Engaging with visitors to answer queries and provide information about the site and nearby reserves.
- Promoting NWT.
- Assisting with events.
- Help to recruit new NWT members and volunteers.

Existing skills and experience needed

Essential or desirable

No specific skills required as training will be given

First Aid certification

Desirable

Have undergone risk assessment and health and safety training

Desirable

Experience of working in a gift shop or café

Desirable

Food Hygiene Certificate

Desirable

Skills development offered

- Food Hygiene Certificate.
- Training in relevant health and safety policies and codes of practice.
- Training in appropriate equipment use.
- Training in customer service / people engagement.
- Opportunity to attend volunteer training events offered by NWT.

Support available

- Vehicle mileage and public transport costs will be reimbursed.
- Personal protective equipment will be supplied when needed.

Minimum time commitment needed

Usually half a day per week as part of rota system – morning 9am – 1.00pm afternoon 12.30pm – 4.30pm.

Any other relevant information

- NWT operates a comprehensive Health and Safety policy that all volunteers are required to adhere to.
- Appropriate PPE and logos to be worn when instructed.

