

Kitchen Volunteer (Brighton Soup)

July 2022

Running the kitchen is a big part of what happens at BrightonSoup, the name is a bit of a give away! The person who currently runs this, Peter, is in charge of everything to do with soup and food. We already have *ad hoc* volunteers who help with the kitchen setup, serving customers, and washing up. We are now looking for a new volunteer Kitchen Assistant to help Peter in a more dedicated and supervisory role.

Date: We run 4 events per year, usually in March, June, September and December. Our next event is on the 7th October. Location is Community Base, Queen's Road, Brighton.

This would suit someone who already works in the food industry and wants to get involved with an established local charity, or someone with good practical skills who'd like to gain experience in managing a small but important operation in the charity sector. Within the first 6 months of joining us, we will need you to have completed a Level 2 food hygiene course. This can be done online and is relatively inexpensive. We will cover the cost of this if you don't already have one.

The Kitchen Assistant will be given full training and support, with a long-term view to them becoming able to run the kitchen side of events on their own where necessary. The outline responsibilities are as follows:

1. Creating and maintaining relationships with the soup chefs. We do not make soups ourselves, so these relationships are especially important.
2. Liaising with chefs, making sure that we have a variety of soups for each event that are consistent with people's needs (e.g. vegan, gluten aware) and also that we are able to serve at Community Base without compromising food safety. This includes producing detailed ingredients lists, with awareness of the 14 recognized allergens. We also need to organise collections.
3. Ensuring that we have sufficient volunteers to run the kitchen on the day, this is done through liaison with the Brighton Soup management.
4. The day itself (4 Friday's a year) is a long one:
 - a. Shopping for our 'share' table, including milk/teas etc as needed;
 - b. Collecting and storing soups as necessary, or managing people who do;
 - c. Transferring equipment from the store room, some of this is heavy work but there are volunteers to help;
 - d. Checking equipment, washing where necessary;
 - e. Setting up the kitchen and heating areas with regard to electrical safety;
 - f. Handling and heating the contributed soups in a 'food-safe' way;
 - g. Managing the take-down and cleaning at the end of the evening.
5. As a valued member of our team, you will be invited to attend post-event meetings and offer any feedback or suggestions on how we might improve.