**Role**: Food bank centre assistant

**Where:** *We have Distribution Centres in Paisley, Renfrew and Johnstone.*

**When:** *Weekly*

**Time commitment:** *2-3 hours*

**Main contact:** *Crystal Clayton*

**Overview of the role:** This role involves provide direct support to people who use food banks. Packing their food parcels, making them feel comfortable and providing further signposting support where appropriate.

**Key tasks**

* Welcome clients to the foodbank centre
* Receive vouchers, check validity, and prepare food parcels according to the standard packing lists
* Make refreshments and tidy up as required during the session
* Offer a listening ear and signpost clients, as required, to further support, using information from the signposting folder/leaflets
* Offer prayer to clients, when appropriate (if a volunteer is happy to do so)
* Work under the guidance of the session leader and report any health & safety or safeguarding concerns to the project manager/session supervisor

**About you**

* Strong team player
* Excellent communication skills
* Empathetic
* Has an eye for detail
* Organised and self-motivated

**Benefits of volunteering**

Using your existing skills to make a difference

Meet new people who share your passion to eradicate poverty in the community

Make a real difference to the running of your food bank

**Impact of your role**

Helping to ensure a dignified experience to anyone visiting a food bank

Signposting people for further support which can help lift them from poverty

**Support**

You will be given all the required training and support before starting your role.

You will have a main contact throughout your time volunteering. Your main contact will be *Enter name here*

**How to apply**

For more information please contact Crystal at crystal@renfrewshire.foodbank.org.uk