



TITLE: LUNCH PROGRAM VOLUNTEER – EXETER SITE

Program: Exeter Regional Office

Position Location (full address): 149B Thames Rd. West, Exeter Ontario

Time Commitment: One shift per week, 3-4 hours

Role Description and Primary Responsibilities:

Lunch Program Volunteers assist us throughout the week at our Exeter Regional Office (Monday to Friday between 10:00 am – 2:00 pm). In this role, you may serve people directly. Some examples of how volunteers serve in this role may include:

- Helping to prepare and serve food, coffee and tea
- Help with clean up in various areas/programs
- Garbage inside and outside
- Group and one on one social interaction with participants
- Stocking shelves
- Harm reduction training
- Basic Safe Food Handling training
- Basic Health and Safety training

Required Qualifications:

- Current & Clear Vulnerable Person's Sector Check.
- Minimum of 18yrs of age
- 2 written references with contact (1 professional)
- Minimum commitment of 6 months

Experience & Qualifications:

- Excellent customer service skills and a pleasant demeanor
- Strong, demonstrated ability to organize space and inventory, and mobilize others
- Reliability and punctuality
- Ability to handle stress and conflict in a calm manner
- Current WHMIS training which will be offered at the commencement of the position, as well as ongoing trainings which will be offered

Physical and Mental Requirements:

- Must be able to stand for a few hours at a time.
- Must be able to lift up to 20 lbs
- Must be able to climb stairs

CLICK HERE TO APPLY NOW: [Volunteer Application Form \(smartsheet.com\)](https://smartsheet.com)

Detailed Summary of Position:

At the Exeter Regional Office, we rely on the efforts of volunteers to help us receive, organize and efficiently distribute various donations that are received. Our volunteers help us to create an atmosphere that fosters support and encouragement.

We place tremendous value on the contributions of our volunteers to help us support the people who arrive through our doors seeking services and support each year. Volunteers with our team play a role in improving the quality of life for people who are undermined by homelessness, poverty, mental health, addictions and other complex health issues.

We are proud to include our volunteers as part of our innovative, client- and recovery-focused team.

Volunteering at our Exeter Regional Office provides an opportunity for volunteers to gain knowledge about addictions & mental health, to learn of the various services and supports available within the community, and to meet new people.

Reporting Relationship:

The Friendly Caller Volunteer will receive supervision, direction and support from the Regional Manager.

Additional Information:

All those interested in applying for a volunteer role with our agency are required to submit the online application form with resume and references attached.

All those that meet the requirements will be contacted for an interview.