Volunteer Position: Lakeshore Cafe Kitchen Assistant

Reports to: Nutrition Program Supervisor/ Nutrition Program Specialist

Position Description:
The Broomfield Community Center Lakeshore Café provides a delicious lunch each weekday to community seniors. Kitchen assistants help by completing a variety of tasks, such as food prep (chopping, dicing), baking and cleaning up at the end of a shift. Kitchen assistant volunteers typically work a set weekday, once per week, but may also opt to fill in as a substitute or as-needed for special events.

Duties and Responsibilities:
- Provide assistance in Lakeshore Café kitchen Monday through Friday from 8-10 a.m.
- Duties involved are food preparation, baking, packaging Meals on Wheels meals, and cleaning kitchen workspaces.
- Must be willing and able to use the VolunteerHub software platform to sign up for or cancel shifts as well as input volunteer hours and update information.
- Represent City and County of Broomfield in a professional manner in keeping with Broomfield policies.
- Must pass a background check.
- Appropriate clothing should be worn- no sleeveless shirts, shorts, or dresses. Closed-toe shoes and hair pulled back are also mandatory.

Qualifications:
- Previous commercial kitchen experience required.
- Comfortable working with kitchen equipment and tools such as knives.
- Able to work with minimal guidance.
- Comfortable moving around a kitchen environment, bending and standing for two hours.
- Willing and able to follow policies for appropriate behavior as a volunteer for the Broomfield Senior Services Department.

Training Provided: New volunteers will receive a new volunteer orientation on policies and how to use VolunteerHub, as well as a tour of the kitchen and facilities. New volunteers will have the opportunity to shadow and observe with a trained volunteer prior to signing up for your first shift.

Benefits for the Volunteer: Excellent opportunity to help improve quality of life in Broomfield and give back to the seniors of the community. Wonderful opportunity to make new friends and be a part of a great organization!

How to Apply: Send an inquiry email to Michelle Peterson at michelle.peterson@broomfield.org for next steps.