

## VOLUNTEERING AT THE QUARRY CAFÉ & COMMUNITY FRIDGE

We are looking for a team of Volunteers to help us move forward with the next phase of our work.

Would you like to join the team to help provide food to the community of East Grinstead and surrounding areas.

Please take a look at our job descriptions and roles as a guide to what goes on and feel free to contact us or drop in if you have any questions or wish to discuss anything further.

We look forward to hearing from you.

Please Contact

Sarah

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Quarry Café & Community Fridge

Open Tuesday to Friday 10:30am to 4:00pm.

## ABOUT THE QUARRY CAFÉ & COMMUNITY FRIDGE

The Quarry Café first opened in September 2017 as a Community Café for the Stone Quarry Estate in East Grinstead. At that time it was just a one day a week activity but its purpose was to bring the community together in a relaxed setting with food and drink at the centre of what we were doing. We strongly believed that, families that eat together create strong bonded families, a community that eats together would have the same results. Over the years the Café has grown in strength and become a regular meeting place for many local people and some from the wider East Grinstead community. It re-connected old friends and created new friendships and the effects of social isolation and antisocial behaviour began to reduce. Then came COVID and we had to shut our doors for the lockdown at the end of March 2020. We immediately connected with an organisation that would supply us with surplus food and began providing fresh food and cooking ready meals as a community fridge. In this last year we have expanded from a few tables outside the café to an extensive range of stock with 2 large Fridges and 3 Freezers and a client base that is expanding week on week. We now take referrals from many agencies and are working in close partnership with our East Grinstead Food Bank. The Café now works side by side with the Fridge enabling us to provide food in every possible way for those that need it.

## OUR ETHOS

From our very first days as a Community Cafe our Ethos has been about providing the best possible quality for the lowest possible price. Nobody should be unable to use our services because of cost and just because something is cheap or even free doesn't mean it should be of a lower quality.

This Ethos is as true today as it was when we began in 2017 the difference is just the volume of options available.

If someone is hungry and needs support we can provide food from our Café Menu, our own made Ready Meals to eat with us or take home and a bag full of fresh fruit, veg and meats/fish.

For others that don't need food support, they can come and eat from the same Menu or have the same Meal and take the same type of food way with them. The only difference is a donation. Nobody should ever go hungry because they can't afford to eat and they should have the same rights to quality food as those that can afford, it is the 21st Century after all!

It is equally important to us that we do not generate waste from any of the stock that could add to the landfill issue. Any food items that are no longer appealing to our clients, we take to the British Wildlife Centre to help them feed their animals. We contract out our waste management and in addition to our standard recycling waste we also have a food waste collection that can take every type of cooked and raw food and turn it into Fertiliser and Bio Gas via anaerobic digestion. Our general waste is separated goes to Energy from Waste, this ensures that absolutely nothing that we may throw away goes into landfill.

## Volunteer - Job Descriptions

### KITCHEN TEAM

We are looking for volunteers to work as part of the team producing our high quality food for our eat in and takeaway customers and be a part of making our much loved ready meals. Past catering or cooking experience is helpful but not essential as all training can be provided and Food Hygiene Certificates Level 2 or 3 would be a bonus, again training and qualification can be provided in due course.

If you have a passion for making great food and a desire to be part of a team helping to feed people we would love to hear from you.

### FRIDGE TEAM

We are looking for volunteers to help us maintain and sort our Community Fridge Stock. With duties involving everything from unloading deliveries, sorting stock, organising our frozen foods and making our displays look appealing to helping our users with their food choices, putting together stock for deliveries, welcoming new users, and taking referral details.

Food Hygiene Certificates Level 2 or 3 would be a bonus, training and qualification can be provided in due course.

### ADMIN TEAM

We are looking for volunteers to help with all aspects of our administration. Due to Covid we are almost completely paper free in our general day to day operations so the majority of this role will be using digital devices. We require volunteers who are already digitally skilled or who are happy to learn. Our systems include cloud databases, online print design and an online till system with card acquiring. This role could suit a person who is restricted in their mobility and their may be some aspects that could be performed while working from home.

### DRIVERS

We are looking for volunteers to help with our collections & deliveries. This could involve everything from local deliveries to longer distanced stock collections and even supplier/wholesaler trips. At this time this role is completely dependant on the volunteer having a suitable vehicle for these tasks, some stock deliveries can be quite substantial.

In the longer term we will be looking to fund the purchase of a suitable sized van to enable volunteers to be involved in this role without the need to use their own vehicle.

## Volunteer - Job Roles

### KITCHEN TEAM

Setting up the Kitchen  
Food Preparation  
Cooking Meals from our Menu & Ready Meals.  
Making Hot Drinks as per our Menu  
Ongoing Cleaning.  
Washing Up/Dishwasher  
Monitoring Food Storage & Food Circulation.  
Maintaining Stock Volumes & Purchase Lists  
Operating the Till, Taking Orders & Handling Money  
Clearing Down the Kitchen

### FRIDGE TEAM

Unloading Incoming Stock  
Weighing, Logging and Unpacking Stock  
Keeping Shelves topped up.  
Monitoring and Removing Old Stock Items.  
Clearing Empty Crates  
Assisting Clients with their Food Choices  
Helping Food Support Clients & Understanding their Difficulties  
Repackaging bulk items into smaller packs  
Operating the Till, Taking Orders & Handling Money  
Ongoing Cleaning  
Local Deliveries

### ADMIN TEAM

Assist Kitchen Team with Labelling & Ingredients Logging.  
Assist Fridge Team with Stock Volume Logging  
Operating the Till, Taking Orders & Handling Money  
Assist with Daily Diary & FSA Reporting.  
Data Collection /Reporting  
Book Keeping & Accounting

### DRIVERS

Local Deliveries  
Stock Collections from Supermarkets  
(Subject to suitable vehicle).  
Collections from Suppliers

