

Volunteer Role Description

We hope that all North Richmond Community Health (NRCH) volunteers will help us work towards improving the health of our community through a shared vision and values.

NRCH Mission:

Building healthy communities by making healthcare more accessible and culturally relevant

NRCH Vision:

Healthcare that builds community

NRCH Values:

Innovation, embracing diversity, equity of access, organizational learning, respect for others, openness, connectedness with our community

Volunteer Role Title	School Breakfast Club Volunteer
Reports to: (position and name)	Volunteer Coordinator at North Richmond Community Health and Program Coordinator at Richmond West Primary School
Hours: (day, shift duration, frequency)	Shifts available daily; 8.30am to 9.30am Day/s to be negotiated with the School Coordinator
Location:	Richmond West Primary School 25 Lennox Street, Richmond
Purpose of the role:	Your role will contribute to the Primary School and NRCH Strategic Objectives, specifically by: 1. Supporting young people to gain the most from their education, and 2. Assisting young people to have access to healthy food.
Duties:	1. Making toast with spreads 2. Cutting up fruit 3. Delivering breakfasts to classrooms 4. Tidy up the kitchen after food preparation 5. Providing monthly volunteer hour details to the Volunteer program coordinator at North Richmond Community Health.

Selection Criteria - Essential	<p>Reliability, punctuality, respectful.</p> <p>Attendance at an orientation program</p> <p>Understanding of, and willingness to adhere to, Richmond West Child Safety policies and procedures.</p> <p>Completion of the online DoFoodSafely course. Link here: https://dofoodsafely.health.vic.gov.au</p> <p>Demonstrated ability to work independently and follow directions.</p> <p>Good verbal communication skills.</p>
Selection Criteria – Desirable (not essential but well regarded)	<p>Experience working with young people in a similar environment.</p> <p>Experience or knowledge of safe food handling.</p>

Conditions of appointment:

- Clear National Police Check
- Current Working with Children Check
- When required, clear International Police Check
- Commitment to comply with NRCH policies and procedures, Code of Conduct
- Evidence of COVID-19 Vaccination status

This is a volunteer role and does not mean the successful candidate will be offered a paid position

I have read and agree to undertake the duties and conditions of this volunteer role description.

Print Name:

Signature:

Date: