

Food bank Volunteers, The Second Chance Foundation

Job Title	General Helper	Job Category	Non Profit
Group	Food Bank	Job Type	Long Term (6 months +)
Location	Community Room 3171 Eglinton Ave E Scarborough	Position Type	Part Time/Casual 4-8 hrs a week Thursday and/or Fridays

Job Description

About The Second Chance Foundation

The Second Chance Foundation is a women-centred organization supporting marginalized, racialized and formerly incarcerated women. **Our Vision:** We believe that all individuals deserve to live a happy, productive and fulfilling life, not defined by the mistakes of their past. **Our Mission:** Our Mission is to support formerly incarcerated women to create positive change in their lives, through our diverse programming and network of resources. **Our Objectives:** We are committed to providing professional development opportunities through our weekly Food Bank, Hot Meals Program and Second Hand Thrift Shop in the hopes of creating a true Second Chance.

Roles and Responsibilities:

We are looking for individuals to join our Food Bank Team and assist clients in the procurement of food and assist with set up, clean up and storage.

- Set up room, including setting up and cleaning tables and counters, moving and setting up stock and carrying in delivered food.
- Ensure stock is in good condition.
- Portion food including flour, rice, sugar and salt while wearing proper health and safety devices.
- Greet clients and ask if they are interested in the different items and pass them any food they request.
- Maintain management requested options of how much food is given.
- Serve clients in a friendly and helpful manner.
- Adhere to health and safety standards when dealing with staff and clients. (ie wearing a mask, handing food in a safe manner)
- Be prepared to answer any possible questions the client might have. Information will be provided at the beginning of each Food Bank.
- Maintain stock when possible.
- Assist with breakdown, storage of stock and removal of garbage or recycling when requested.

Qualifications:

Able to communicate effectively with diverse people.

Reliable team player

Good time management skills

Previous Customer Service is an asset but not required for this position.

Additional Notes

No Police Check required. Can be used for High School volunteer hours. If successful with completion of volunteering term, candidate is able to obtain references for future work opportunities.

Contact Information:

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