**Bristol Hospitality Network Volunteer role description  
  
Volunteer Chef   
  
Context**

BHN provides a free hot lunch every Monday, for over 100 people. The food is all prepared, cooked and served by our service users, who we call members. As our members come from many different cultures, our food is varied and delicious!   
A typical BHN lunch includes dal, rice, hot vegetarian, vegan and meat options, other veg dishes according to availability, and salads.  
  
All BHN’s food delivery is the responsibility of our Kitchen Manager. The cooking is mostly done by our member Kitchen Volunteers, who also serve the food, clear away, and do all the washing up. These roles are allocated by the Kitchen Manager on a rota basis.   
  
**Purpose**

**Our volunteer Chefs lead the team on the practical cooking and delivery, make sure that everyone is working efficiently and safely, and that lunch is served on time.  
  
Menu and food preparation**in line with our written guidance, and in consultation with the Kitchen Manager (or other staff, in the Kitchen Manager’s absence):  
  
plan the menu, according to what food supplies we have   
lead on the preparation, cooking and delivery of a meal which is filling, nutritious, and meets different dietary needs  
make sure that the dietary information board is accurately completed, listing all allergens and whether the dish is meat / vegetarian / vegan  
make sure that the food is ready to be served at 1pm

**Food safety and hygiene   
  
In line with our detailed kitchen processes:**oversee safe and clean working practices in the kitchen   
give calm and clear instructions to Kitchen Volunteers, and help them to follow safe practices  
ensure that the kitchen and surrounding areas are kept clean and safe  
check and record cooking temperatures  
undertake kitchen opening and closing checks, in agreement with the Kitchen Manager

ensure all recycling and food waste is disposed of correctly

ensure the kitchen is left clean and tidy at the end of the day.  
  
**Skills, abilities or knowledge needed**

experience of following food hygiene requirements  
experience of cooking and /or planning meals for a large number of people

ability to work with others as part of a team

ability to stay calm in a busy kitchen, and promote a calm environmentgood time management and planning skills  
ability to support others with their tasks  
patience   
good communication skills

**Training, support and supervision**

**BHN provides all kitchen volunteers with a kitchen induction, and (in partnership with Bristol City Council) the course for a Level 2 Certificate in Food Hygiene.** This certificate must be obtained before Chefs can begin their role.   
   
**We have a well equipped kitchen, and detailed written guidance on all kitchen processes. Full induction on these will be provided by the Kitchen Manager.**  
  
All BHN volunteers are given training in confidentiality, boundaries and safeguarding.  
  
Volunteer chefs will be supported and supervised by the Kitchen Manager, or in her / his absence, the Welcome Centre Manager or Director.  
  
**Days / hours / location**:  
  
**9:30am – 2.00pm on Mondays**BHN Welcome Centre, Easton Family Centre, Beaufort St BS5 0SQ