

Role Description: Shop Manager Support

Title: Shop Volunteer.

Hours: 2 hours or more per session, by arrangement to suit you, between the hours of 10am and 6 pm.

Reports to: Shop Manager.

Purpose

The purpose of the shop volunteer role is to provide assistance to the shop manager, helping to keep the shop running efficiently during opening hours and reducing waiting times for customers.

What we offer

- We are a friendly workplace, dedicated to improving the skills and outcomes for everyone.
- We will give you support and guidance to help you achieve. We will ensure you have all the training necessary to be comfortable within your volunteer role.
- We offer flexibility, although we do ask you to commit to the times you agree with us.
- We give you a 20% discount on all the veg and fruit grown on the farm.

Responsibilities

We are looking for an enthusiastic person who can help with the following:

- Being friendly and outgoing with our customers, such as:
 - maintaining positive relationships with members of the public, by welcoming and showing visitors around the farm;
 - helping to explain the safety precautions of the farm;
 - dispensing chicken feed and indicating where our livestock can be found;
 - signposting the appropriate team members to answer customer queries.
- Maintaining a well-stocked, tidy work environment which may include different tasks as you become more experienced, such as:
 - helping customers with refills;
 - replenishing shelves;
 - clearing the coffee areas.
- Helping the shop team:
 - serving customers in the shop, including during busy times and when other staff are on breaks;
 - picking up tasks when things become busy;
 - assisting with setting up or packing away duties, where time appropriate.

We have multiple volunteering slots available.

This post may suit a range of individuals.

You may be looking for something part-time to increase your confidence before returning to the workplace.

You may want to have a short-term, full-time placement as a useful addition to a your CV.

You may want to offer a couple of hours a week to keep active during retirement.

Whatever you seek from volunteering, we would like to work with you to make this a positive and fulfilling experience.



Aldermoor Community Farm is a project of Alder Trust

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