

Marcellin College

Volunteer Role Description : Canteen Volunteer



Volunteer Department: Canteen

Purpose: To assist with serving and preparing food and beverage.

Supervision:

As a volunteer with Marcellin College and a member of the Canteen Volunteer group you will be under the supervision of Canteen Manager

Volunteer Duty and Responsibility:

- General food handling
- Prepared sandwiches
- Serving at the counter
- Selling drinks and food items
- General cleaning duties
- Stocking shelves
- Other duties as directed

Skills and Attributes desired for the role:

- Ability to work as part of a team
- Good oral and written communication skills including the ability to communicate with children, parents
- Ability and willingness to accept policy directives.

Training requirements:

- *Induction training*
- *Child Safety Training*
- *OHS training*
- *EEO*
- *Privacy*

Commitment to Catholic Education

An understanding and respect for the College philosophy and modelling and supporting the goals of the college Mission- Education, Spirituality, Community and Justice. As a Volunteer of the College you support the Catholic ethos and values of Marcellin College.

Child Safety

Marcellin College is committed to the safety and wellbeing of our students. The College has zero tolerance for child abuse and is committed to the protection of all children from all forms of child abuse. In this context, the College implements a comprehensive Child Safety and Protection program across the entire College community.

All staff at Marcellin College are committed to embedding a culture of Child Safety and implementing all child protection procedures and requirements when engaging volunteers.

For this reason should you be interested in this role we will need to collect the following information from you prior to commencing in the role :

- *WWCC*
- *Referees*
- *Signed copy of Volunteer Agreement (See Attached)*

If you have any questions about these background checks please do not hesitate to contact the compliance officer. Please note that we treat all the information as sensitive and handle it in accordance with privacy laws. You can access our privacy policy on the College website.