



Kitchen Volunteer

Volunteer Tutor Program

Position Summary:

The Kitchen Volunteer supports the Tutoring Program by assisting the Kitchen Manager in preparing and serving nutritious snacks and light meals to tutors, students, and volunteers. This role helps create a welcoming, hospitable environment where everyone feels cared for and valued.

Key Responsibilities:

- Assist the Kitchen Manager in preparing, setting up, and serving snacks or light meals.
- Maintain a clean and sanitary kitchen area, following food safety guidelines.
- Wash dishes, sanitize surfaces, and manage kitchen waste.
- Restock food, beverages, and paper goods.
- Interact with tutors, students, and families in a friendly and supportive way.
- Assist with any special food needs or events as requested.

Requirements:

- A current Food Handler's Card is not required but recommended.
- Ability to stand, lift light items, and work in a fast-paced environment.
- Friendly, reliable, and committed to supporting the mission of the tutoring program.
- Willingness to work as part of a team and follow safety protocols.

Time Commitment:

- Flexible shifts; typically, 1–3 hours per session depending on program needs.