

## Volunteer Role Description:

### Community Cinema Snack Volunteer

<b>Responsible To:</b>	Stuart Mitchell, Events & Activities Co-ordinator
<b>Location:</b>	The Boswell Centre, 18 Well Road, Auchinleck, KA18 2LA
<b>Time Commitment:</b>	Our Community Cinema evenings take place on Fridays once per month September-March.
<b>Role Description:</b>	<p>The Community Cinema is just one of a range of event &amp; activities ran by ACDI.</p> <p>Screenings take place in the Main Hall of The Boswell Centre with the tiered seating, large screen, audio system and familiar snacks all add to the classic cinema experience.</p> <p>Audience members have the option to buy popcorn or hotdogs on the evening and we would like your help in preparing and serving these snacks.</p>
<b>Main Tasks:</b>	<ul style="list-style-type: none"> <li>• Preparing and serving popcorn using our popcorn machine</li> <li>• Preparing and serving hot dogs</li> <li>• Washing dishes/popcorn machine</li> <li>• Ensuring the kitchen is kept clean and tidy</li> </ul> <p>Training in all of the above will be provided by a member of staff or a more experienced volunteer.</p>
<b>Required Skills, Qualities &amp; Experience:</b>	<p>Experience of working/volunteering in a food preparation environment and a friendly demeanour when serving customers would give someone a good foundation for the role, although do not be put off if you don't have experience</p> <p>First Aid certificate (advantageous, or training will be provided)</p> <p>Food hygiene certificate (advantageous, or training will be provided)</p>
<b>Training &amp; Support Available:</b>	<ul style="list-style-type: none"> <li>• Volunteer induction training carried out by the co-ordinator</li> <li>• Training on how to use popcorn machine and kitchen equipment will be provided</li> <li>• Opportunities to go on courses on the subjects of first aid and food hygiene</li> </ul>



## Auchinleck Community Development Initiative (ACDI)

The Boswell Centre, 18 Well Road, Auchinleck, KA18 2LA

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	<ul style="list-style-type: none"><li>Volunteers aged 12-25 can work towards a Saltire Award and we are also happy for us to be used as a volunteering section of a Duke of Edinburgh Award</li></ul>
<b>Any Other Requirements:</b>	Follow policies and procedures contained in the volunteer handbook. Treat our staff, volunteers and service users with respect.
<b>Recruitment Process:</b>	Recruitment process is via application form in the first instance. An interview will be arranged on receipt of application form. References will be required.
<b>Date role created:</b>	22 <sup>nd</sup> November 2021

