

School Brekkie Assistant

Kanahoka High School

Volunteer Role Title	School Brekkie Assistant
Location	Kanahoka High School, CNR Thirroul & Roberts Streets Kanahooka NSW 2530.
Service Overview	The breakfast program is one of the programs within The Illawarra High School Support Program. The purpose of the breakfast program is to provide students from disadvantaged backgrounds with the most important meal of the day in a healthy as well as friendly atmosphere. The breakfast program operates in Kanahooka High School on a Tuesday in room (701), from 7.00 am to 8.25am.
What will you be doing	<p>School Brekkie Assistants help in the following areas:</p> <ul style="list-style-type: none"> • Set up the dining room where students have their breakfast. • Prepare the kitchen for breakfast, i.e. organise cooking instruments and prepare for cooking. • Cook breakfast for students. • Welcome students as they arrive and inform them what you are serving for breakfast. • Supervise the kitchen area where students frequent to return their used utensils. • Maintain high level of hygiene in the kitchen area. • Bid students farewell when they finish breakfast, and train them to show gratitude (a simple thank you, which comes naturally for most students). • Clear, wipe and put away the tables and all items used for breakfast. • Remove all rubbish from the kitchen.
What you need to help	<p>Role specific training will be provided, however, to be successful in this role, volunteers will need to meet the following requirements:</p> <ul style="list-style-type: none"> • Must be 18 years or over. • Be prepared to undertake a pre-engagement Working with Children Check. • Enjoy working with students and other volunteers. • Be able to prepare breakfast and maintain high level of hygiene as per food handling standards requirements. • Good interpersonal skills and interest in volunteering within a school environment.

	<ul style="list-style-type: none"> • Complete Volunteer Application Form. • Sign a Good Character Declaration Form. • Sign a Confidentiality Agreement. • Provide two referees.
How much time will you spend	At minimum 1 day per week (1.5 hours, 7:00am – 8:25am).
How we will help you	<p>The following training is provided for volunteers:</p> <ul style="list-style-type: none"> • Basic Child Protection. • Society orientation. • Safe food handling training. • Work, Health and Safety. • Breakfast club specific training.
Who will help you	This role directly reports to the senior volunteer on duty and is also supported by the program Coordinator.
What you will get from the engagement	<p>Volunteers in this program benefit from:</p> <ul style="list-style-type: none"> • Engaging with happy and highly responsive students. • Knowledge that they have provided disadvantaged students with a healthy breakfast and a good start to their day. • Working with like-minded volunteers. • Engaging with the local community through a program that directly benefits the local people.
Start Date	As soon as the right candidate has been identified and all probity checks completed.
End Date	Ongoing, although volunteer's availability can always be discussed with the Co-ordinator.
How to apply for the role	<p>If interested in this role, please contact Janelle Trigg The Co-ordinator of the Illawarra High Schools Support Program for more information.</p> <p>Telephone: (02) 4276 4224 Mobile: 0427 9366601 Facsimile: (02) 4276 4200 Email: janelle@svdpwgong.org.au</p>