



Volunteer Title: Dinner Preparer/Server

Department: Women's Night Program

Time: 5pm-7pm on weekdays and weekends. Dinner is served at 6pm. All shifts must be prescheduled.

Reports to: Volunteer Coordinator, Women's Night Program staff

Summary of Position

Each night, 40 women stay at St. Patrick Center as part of our Women's Night Program. Volunteers (2-5 people) are needed to plan, prepare, and serve dinner each evening. Your group gets to choose the menu! You would be responsible for the cost of the meal. We ask that you do not bring any casserole dishes (rice, pasta, etc.) since this is what is served for other meals. You can prepare the meal offsite and drop it off or serve it yourself. You can also use our kitchen to prepare the meal.

Duties and Responsibilities of Position

- Arrive promptly.
- Store personal items (purses, coats) in the WNP office.
- Thoroughly wash hands, and wear provided apron and gloves while handling food.
- Use kitchen appliances as needed to prepare provided food, assist clients in plating dinner and with cleanup.

Skills & Attitude

- Respect all agency policies, including client confidentiality
- Show understanding & empathy for the needs of clients and others in the kitchen

Dress Code

- Do not wear sleeveless shirts or apparel displaying offensive language and/or alcohol marketing or pants with holes
- Do wear conservative length shorts or skirts and closed-toes shoes

Qualifications

- Knowledge of kitchen appliances, proper food handling
- Reaching by extending hands or arms in any direction
- Ability to see within normal parameters, handle physical movement and tasks

Age Requirement Policy

- Minors must be at least 18 years old to volunteer independently.
- Minors 14-17 years old must be accompanied by an adult chaperone while volunteering

Scheduling & Additional Questions

St. Patrick Center Volunteer Services

spcvolunteers@stpatrickcenter.org

314.802.0681

St. Patrick Center transforms lives and works to create a community where everyone has access to sustainable housing, employment, and healthcare.

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