



Position Title: Café Volunteer

Location: Onsite – **Bingham Centre**, 31 Bingham Avenue, Edinburgh EH15 3HZ

Reports To: Line Manager

Commitment: 2-6 hours per week - flexible

Start Date: Ongoing

Role Purpose

Café Volunteers help create a warm, welcoming, and inclusive space for visitors. They support the smooth running of the community café by assisting with customer service, basic food and drink preparation, and maintaining a friendly environment.

Key Responsibilities

- Welcome customers and provide friendly service
 - Prepare and serve hot and cold drinks (tea, coffee, soft drinks)
 - Serve simple food items (cakes, snacks, light bites)
 - Operate the till or handle donations (if applicable)
 - Keep café areas clean and tidy. Wash up and maintain hygiene standards
 - Restock supplies (milk, cakes, cups, napkins, etc.)
 - Support café events or community activities when needed
 - Follow all hygiene, food safety, and safeguarding procedures
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Skills & Qualities Needed

- Friendly and approachable
 - Enjoys meeting and talking to people
 - Reliable and willing to work as part of a team
 - Good communication skills
 - Basic café or customer service experience helpful but not required
 - Willingness to learn simple food safety and café procedures
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What You'll Gain

- Experience in customer service and café operations
 - A chance to meet new people and support your local community
 - Training in food hygiene and café practices
 - A supportive and enjoyable volunteering environment
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PVG Scheme

This post is considered Regulated Work with Vulnerable Children and/or Protected Adults under the Protection of Vulnerable Groups (Scotland) Act 2007. Where applicable (age dependent), preferred candidates will be required to join the PVG Scheme or undergo a PVG Scheme update check upon receiving a formal offer from Starpic Project.

Special Conditions

Starpic Project is committed to creating a workplace culture where all employees feel valued, included, and able to perform at their best. We recognise and welcome the benefits that a diverse workforce with different values, beliefs, experiences, and backgrounds brings to our organisation.

How to Apply

For more information or to get involved, please contact:

www.StarpicProject.co.uk or visit the location.