

Role Description for Volunteer Cooking Assistant at Headway Bedford

Headway Bedford is a rehabilitation centre that concentrates on enabling clients to live their lives to the best of their abilities by re-learning or learning new skills. Your role is to encourage this enablement process through working with clients during 1:1 cooking sessions to help them to increase their abilities, confidence and self esteem.

Our clients have Acquired Brain Injury and have requested to cook as part of their rehabilitation and increased independence.

The Volunteer Cooking Assistant is required to –

1. Be trained in Food Hygiene Level 2 or willing to undergo training (essential).
2. Be experienced in a variety of cooking skills (desirable).
3. Teach clients how to use adaptive equipment (training will be provided) (essential).
4. Be able to commit to working with a session for 5 weeks (1 session per week) (essential).
5. Allow the client to lead the cooking but assist them in doing so (essential).
6. Enable the client to prepare and cook their chosen recipe (essential).
7. Make the client aware of Health and Safety practices when cooking (essential).
8. Enable the client to maintain work areas in a clean, orderly and safe condition (essential).
9. Be attentive and interested in the client at all times during their session (essential).
10. Be able to adapt during sessions according to clients needs (essential).
11. Be aware of the clients' whereabouts and mood throughout the day and inform staff if you have any concerns (essential).
12. Turn your mobile phone off during session time.
13. Give written feedback on the client's mood, abilities, attitude and level of support required after each session (essential).
14. Claim expenses from Janine Hart (Office Administrator) on arrival (e.g., public transport receipts) (essential).

Hours

10.00am – 12.45 or 12.45 – 3.30pm

For further information, please see our website at www.headwaybedford.org.uk