



Sarah's Circle

Helping Women Rebuild Their Lives

Sarah's Circle

Kitchen Support Volunteer

This volunteer position is responsible for supporting Sarah's Circle's food program in the Daytime Support Center or Interim Housing programs. The kitchen support volunteers should be willing to complete a variety of tasks to assist staff in preparing, serving, and cleaning up hot meals and sack lunches. This role provides key programmatic support and directly facilitates the empowerment of women who are facing homelessness or in need of a safe space.

Volunteers are critical to Sarah's Circle's operations. Kitchen support volunteers serve the mission of Sarah's Circle by encouraging women to empower themselves by rebuilding both emotionally and physically, realizing their unique potential. They help expand the resources and services available to the women we serve beyond the limits of the budget. Volunteers also gain a deeper knowledge of the work of the organization and the women served, often becoming our best advocates in the community. Sarah's Circle volunteers help women rebuild their lives.

Responsibilities include:

- Assist Sarah's Circle staff during meal preparation
- Occasionally assemble and store sack lunches
- Assist with setting up before and cleaning up after the meal
- Engage with clients in a group setting
- Oversee sign-in sheets to track meal distribution
- Foster a positive and professional environment during meal service
- Help maintain an engaging and inclusive atmosphere

Qualification/Skills

- Organization and logistical skills
- Ability to carry ten pounds
- Ability to multi-task in a fast-paced environment

Requirements

- Attend orientation training session
- Agree to Sarah's Circle's Volunteer Guidelines
- Understand and uphold Sarah's Circle's Volunteer Policies

Time Commitment: For 2 – 4 hours most needed on a weekly basis. Daytime Center volunteers needed Monday through Friday 9:00 am – 1:00 pm; Interim Housing volunteers needed 3:30 pm – 6:30 pm during weekdays. Minimum 3 months required.