

Volunteer Role: Referral Agency Liaison



Where: Canolfan Gwyrfai, Lon Cae Ffynnon, Caernarfon, LL55 2BD; can volunteer remotely.

When: Tuesdays and Fridays, 10:00 AM to 2:00 PM

Time commitment: 4-8 hours per week

Main contact: Trey McCain, Banc Bwyd Arfon, info@arfon.foodbank.org.uk

Overview of the role: Food bank vouchers are issued to people by referral agencies (statutory and charitable organisations e.g. Citizens Advice or the Job Centre). People can then redeem their voucher for a 3-day emergency food parcel at a local food bank. This is a crucial liaison role, supporting and developing the food bank's relationship with local referral agencies to enhance the service we offer.

Key tasks

- Developing the foodbank's relationship with existing referral agencies
- Actively seeking to extend the food bank's network, making new contacts, and identifying new opportunities
- Support the food bank manager with keeping our volunteers and staff up to date with the latest information on our referral partners and local agencies, including running food bank information sessions
- Issuing and distributing vouchers to referral agencies
- Sharing best practice and key learnings to improve efficiencies
- Linking with food bank volunteers to identify key learnings

About you

- Good communication skills
- Good inter-personal skills
- Awareness of agencies at work in Arfon communities
- Able to use own initiative
- Self-motivated
- Good time management
- Strong organisational skills

Benefits of volunteering

- Learn new skills
- Take on a unique opportunity
- Meet new people who share your passion to eradicate poverty in the community
- Make a real difference to the running of your food bank
- Play a valuable role in a fantastic charity.

Impact of your role

- Help to drive efficiencies in the running of the food bank
- Expand the food banks network
- Ensure best practice across our partners

Support

You will be given an initial training and induction to the foodbank followed by ongoing training and support for your specific role. You will work with the foodbank project manager and the signposting coordinator.

How to apply

For more information please contact info@arfon.foodbank.org.uk.