

Profile for a Volunteer Role at Leyhill Grounds Coffee Shop

Background

[Leyhill Grounds Coffee Shop](#) was opened in July 2017 and is located just outside of the HMPPS Leyhill prison entrance. It is run as a social enterprise in order to provide day-release offenders with the opportunity to develop their skills in a work environment, with the goal of them becoming 'employment-ready' prior to release. There is a corresponding operation at HMPPS Eastwood Park making soaps.

The café has two seated areas & a well-equipped kitchen, and serves hot & cold beverages, cakes, breakfasts & lunches Monday to Friday. Sales are currently running at an annualised rate of around £35 000, with direct costs and overheads consistently just in excess of this. The immediate objective is to generate an operating surplus as the basis for future viability.

Opportunity

The café has a civilian, salaried manager who is responsible for the day-to-day operations, which are wide-ranging and include security, health & safety, mentoring of offenders, logistics, financial control and reporting. The role for the right volunteer will be to work in the enterprise on behalf of the manager, but very much operating along-side the offender cohort and being sensitive to providing opportunities for skills development.

Job Description

The duties are many and varied in the kitchen and café environments and there is a requirement for flexibility in a fast-moving customer-service environment. Whilst the role may include serving food and clearing tables, the primary focus is on taking responsibility for the till and for supervising the work-force along-side, and sometimes in place of, the café manager. The volunteer will also identify and explore opportunities to help offenders consolidate their learning experiences. Hours are flexible but are likely to include lunch-times, and travel costs to and from Leyhill can be paid.

Person Specification

The role will benefit from experience in a customer-driven organisation, a passion for enabling offenders to fulfil their potential on release, and a disposition which is empathetic whilst ensuring that clear and effective boundaries are in place with this group.

Security

The successful candidate(s) will undergo DBS checking prior to appointment and a subsequent prison security clearance.

Next Steps

The café is run under the OLS Prisons Contract delivered by Weston College and applications should be made in writing to:

Gerry.shattock@weston.ac.uk

Gerry Shattock

26th Oct 2018.