



Role Description: Warehouse Shift Leader (Tuesday)

Title: Warehouse Shift Leader
Reports to: Foodbank Manager
Location: Bath

Introduction:

Genesis Trust Bath is a Christian charity in the city of Bath with a mission to help and support people facing homelessness and disadvantage in and around Bath. At present this is via ten projects, employing approximately sixteen people and enjoying the voluntary contribution of over 500 people. Many of our volunteers belong to local Christian congregations but we welcome volunteers regardless of sexual orientation, age, marital status, ethnic origin, gender, nationality, religion or disability. The projects are run by a combination of paid workers and volunteers, with some projects depending entirely on volunteers.

Genesis is organised into five main areas:

1. Gateway Centre. This is the main pure charitable focus of Genesis.
2. Social Enterprises.
3. Volunteer Run Projects.
4. Pathways Programme.
5. Central Support Services (CEO, finance, fundraising & communications).

Our Foodbank warehouse is currently based at a site in Batheaston with a plan to move to a new site in Oldfield Park in the summer 2020. This is an exciting time to support the Foodbank and make a tangible difference to the community of Bath.

Role Purpose:

Ensure the smooth running of the Warehouse shift following the operational guidelines in place.

Role Responsibilities:

- Opening and closing the Warehouse.
- Oversee the volunteer team sorting of food.
- Help volunteers comply with health and safety guidelines in place.

Commitment Required:

3 hours (9:30-12:30) on a Tuesday weekly.

Person specification:

- Punctual
- Approachable
- Organised
- Flexible
- Good communicator

GENESIS TRUST BATH – ROLE DESCRIPTION: WAREHOUSE SHIFT LEADER

Internal and external relationships	Support will include
<ul style="list-style-type: none">• Warehouse coordinator• Stock coordinator• Van coordinator• Warehouse volunteers• Van volunteers• Distribution centre coordinators• Genesis Trust Central Support Team	<ul style="list-style-type: none">• Project Manager• Genesis Trust Central Support Team• Appropriate training• Access to emotional support services