

## Community Lounge – Job Description

**REPORTS TO:** Community Lounge Coordinator

**LOCATION:** Newtown, Wellington

**COMMITMENT:** Two Options - Either 9:30-12:30 and/or 12:30-3:30 (Monday-Friday).

**ROLE RESPONSIBILITIES:** Can you bake an amazing batch of scones? Do you love good conversation? Do you make a mean cup of tea? Do you have any skills or talents you would like to share? Our Community Lounge is the place for you!

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Our Community Lounge is a place of genuine connection and community. A place of hospitality, fun and belonging.

There are a variety of tasks within the Community Lounge such as:

- **Social interaction** - This can be anything from having a conversation over a cup of tea to playing board games together.
- **Food preparation** - Everyday, baking and fresh food will be made to have during the day. Making hot drinks throughout the day.
- **Cleaning** - general tidying up after activities, dishes after baking and food preparation, wiping surfaces, general cleaning etc.
- **Running activities** - do you have a skill or talent you want to share with others? Music? Art? We would love to hear how you envision this working in our Community Lounge, let us know.

*Please note - this is NOT a social work or counselling role, it is a place of genuine connection and community.*

### **WE NEED VOLUNTEERS WHO ARE:**

- Passionate about creating a sense of belonging and community
  - Well organised
  - Clear and open communicators
  - Able to work unsupervised
  - Contactable by email or text
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### **Contact:**

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