**Solent Mind- Mayfield Nurseries**

**Role Title: Nursery Cahier/Cafe Assistant**

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**Location: Mayfield Nurseries Weston Lane Southampton**

**When: As required. Ongoing. Particularly March to June.**

**Commitment required: Minimum of two hours per week. Monday- Saturday.**

**Requirements:**
- **Ability to communicate well with others.**
- **Basic reading, writing and numeracy skills.**
- **Ability to work as part of a team and to think independently.**
- **Some knowledge of horticulture or be willing to learn.**

**Role Purpose: Mayfield is a charitable social enterprise working with people with disabilities through horticulture.  We are a working nursery and are open to the public for the sale of plants and light refreshments through our cafe.  Our sales are a crucial part of our income to enable the charity to run.  The nursery becomes very busy with custom during the months of March to June and in this role you will be helping the team with a crucial part of our operation.**

**Main Responsibilities**
- **To handle sales through the nursery till, including cash, debit cards and cheques.**
- **To offer good customer service and pass on enquiries where appropriate.**
- **To serve in the cafe, making drinks and taking money for wrapped goods.**
- **To maintain general cleanliness in the cafe.**

**What's in it for you: We offer a friendly working environment that really works as part of a team. For your support we offer training and support to enable you to get the most out of working for the organisation.  Our volunteers are integral to the nursery and are valued as such.**

**Why we want you:** Mayfield is a busy working nursery and our volunteers enable us to operate as effectively as possible. To have volunteers serving customers will help enormously with our time running the nursery.

**Additional Notes:**
**Safeguarding training**
**Cash resister training**
**Customer services training.**

**For further information about the role please contact:**
**Rachel Hampton**
**Manager Mayfield Nurseries**
**Telephone: 023 80447743**
**Email: rhampton@mayfieldnurseries.org.uk**

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| **Date role originated:** <br> **Created by:** |