

# Placement induction

[WWW.FEEDONEEDO.ORG.UK](http://WWW.FEEDONEEDO.ORG.UK)

The smallest act  
of kindness is  
worth more than  
the grandest  
intention



*Feedo Needo*

Bakhtawar Trust

# Who we are:



- Our charity was founded in 2006 and aims to be a community development non-profit organisation that offers food and basic necessities to those in need amongst our local community.
- We concentrate on distributing essential food supplies to the most vulnerable members of society in our community including; the homeless, young families, the elderly, and those who rely heavily on the kindness of community spirit.
- We are also taking time to extend our services beyond the city centre, where we are based, and delivering food parcels to hardworking NHS and care worker staff.
- Our organisation has also been commended by the Lord Mayor for our contributions to the needy, and our Director of operations was named one of the 50 heroes in a crisis by The Independent publication's Happy list 2020.



# What we do:



- Our aim is to provide food and essentials to the most vulnerable members of our society. We are currently operating on a collections service only due to government instructed guidelines.
- Food parcels are distributed every Friday between 1pm and 4pm although, we offer other services throughout the week including; tea, coffee, milk, sugar, sandwiches from our trusted suppliers.
- We make food parcels in time for our distribution service with the help of our volunteers and promote Friday services online via our social media platforms.
- We concentrate on distributing essential food supplies to the most vulnerable members of society in our community including; the homeless, young families, the elderly, and those who rely heavily on the kindness of community spirit.
- Fundraising is also a vital part of our operations, as donations from various organisations and the public help us to create new opportunities



# How you can help:

- Responsibilities will include but not be limited to;
- Packing food bags.
- Helping with food distributions every Friday.
- Fundraising remotely.
- Gaining knowledge of workplace health & safety, COVID guidelines, food & hygiene training.
- Vlogging your experience.
- Running social media campaigns.
- Producing promotional material to raise awareness about Feedo Needo.
- Organisational research.
- Providing detailed figures and statistics regarding our organisation.



# What we expect from you:

- Feedo Needo uniforms will be provided during Friday food parcel distributions.
- Prompt and professional behaviour at all times.
- Food & hygiene training completed and understood.
- Inform us of any absences or late starts.
- Apt communication with your course manager and Feedo Needo project manager.
- Showcase efficiency and initiative during project planning.
- Comply with COVID guidelines set out by government= social distancing rules, face masks must be worn when distributing food, hand gloves must be worn, reducing movement, clean work surfaces etc.
- Represent organisation in a responsible manner.
- Follow set policies and procedures when dealing with problems or issues.
- Maintain good attendance.



# What you can expect from us:

- Proper training , support and leadership.
- Safe and healthy working environment.
- Regular feedback on performance from supervisor.
- Access to the resources they need to perform their work tasks efficiently and properly.
- Fair and consistent communication and application of policies (e.g. performance, discipline, conduct).
- Credit and acknowledgement for work achievements.
- Full provision of any necessary equipment or resources.
- Contact:

Email: [rafa@feedonedo.org.uk](mailto:rafa@feedonedo.org.uk)

Mobile: 07492188779



We look forward to working with you!

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