



Role Profile

For the post of

Chef at The Baker's Community Cafe

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| Accountable to: | The Baker's Project Manager |
| Located: | The Bakers Arms, Emlyn Square, Swindon |
| Duration: | Permanent |
| Salary/hours: | £18,000 per annum, approx. 40 hours per week |
| Starting: | Early March 2018 |
| Deadline for applications: | 12pm, Friday 16 th February 2018 |

About the Trust

The Mechanics' Institution Trust is a well-known local charity working in the field of heritage, community facilities and community development. We have a particular focus on the historic Railway Village where we have a range of projects underway and further aspirations for the future, all of which will benefit the immediate and surrounding neighbourhoods, as well as the wider town. The cafe, which is in the newly refurbished Baker's Arms in Emlyn Square, will be a completely new operation and will grow in response to community usage, needs and priorities.

Job Summary

- You will lead the kitchen on a daily basis as the main chef, developing menus to suit the demand of a mixed clientele (local residents and nearby office workers) and to serve these markets at varying points of the day.
 - You will work as part of a team to input ideas and influence the directions in which the cafe develops over time.
 - You will monitor service and presentation of food and beverage products.
 - You will support the management by supervising the Bakers Arms catering operation so that it is commercially successful and fits the community café ethos we have set out.
 - You will supervise a small team of casual and voluntary catering staff which will initially be basic support, and will expand over time as trade expands.
 - You will respond to the preferences of our key customer bases, whilst always keeping in mind the need for the cafe to be a self-sustaining business.
 - Your food, personality and creativity will be key (along with others') to setting a new service onto its feet, with local character on display for occasional visitors as well as regular users.
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Knowledge, Skills and Experience

- Practical experience of catering best practice including the production and service of good quality food and drink supported by appropriate qualifications.
- Track record of maintaining good customer service in a quick service environment.
- Familiarity with till and stock control systems and procedures.

- Knowledge of Health & Safety compliance requirements and a Food Hygiene Certificate Level 2.
 - Supervisory skills, including giving clear direction, and providing feedback to kitchen volunteers in due course.
 - Ability to work in a supportive and developmental manner with people of varying abilities.
 - Good written and verbal communication skills, including basic record keeping.
 - Sensitivity to community issues and working with local residents from a range of backgrounds.
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Key relationships:

The Trust, Cafe Manager, customers, volunteers

The New Mechanics' Institution Preservation Trust Limited

Registered charity number: 1048961

Company Limited by Guarantee number: 3059960.

Registered Office: Health Hydro, Milton Road, Swindon, SN1 5JA

www.mechanics-trust.org.uk