



# The Beaudesert Trust

Providing adventure for young people & conserving Beaudesert Park

## Catering Manager

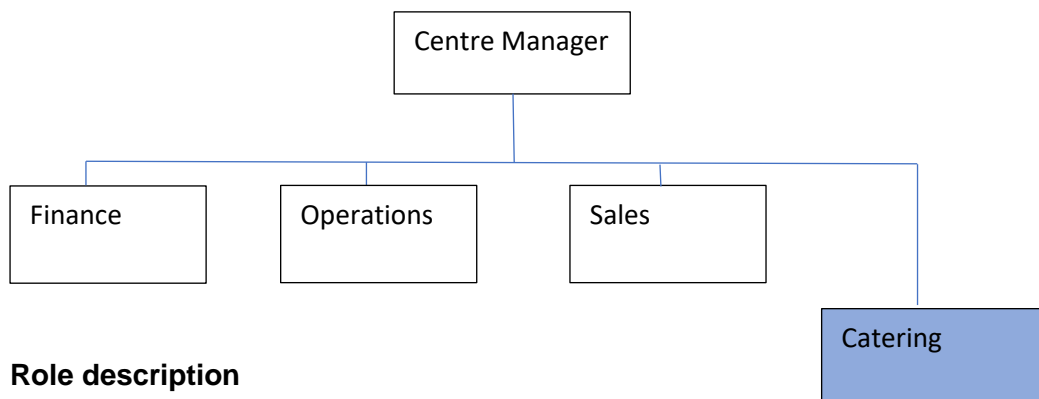
### Person specification

#### The role

We are looking for an enthusiastic individual who can manage the Catering team. You will lead the way forward with tasty menus and a welcoming team whose aim is to look after every guest. You will have experience of catering for large numbers, stock control and ordering, food hygiene, dietary care and of managing a team, a kitchen and a dining room. You will be taking over a well-established catering department with an established menu and team. For the first season your focus will be on managing the team to deliver this menu and ensuring our food hygiene standards remain high.

You will be a self-starter able to settle quickly and adapt to our current processes.

**Overview:** This job is about ensuring that our visitors all have a great experience at Beaudesert Outdoor Activity Centre. And an absolute focus on delivering great food.



#### Role description

**Responsible to:** Centre Manager

**Base location:** Beaudesert Outdoor Activity Centre, Cannock Wood, WS15 4JJ

**Term:** Permanent

**Salary:** Salary: £26,000 Annualised on an average of 37.5 hours per week

**Working days:** 5 days from 7 including some weekends and some evenings.

**Line management responsibility:** 2 permanent cooks, casual cooks and casual kitchen porters.

#### Key tasks

- Reliability and complete ownership of delivery of meals.

- Staff management – managing rotas to ensure every booking is covered.
- Stock control – ensuring supplies are readily available to cooks for every meal within budgets and minimising waste.
- Able to cook and comfortable covering some shifts.
- Willing to cover all tasks including cleaning and washing up.
- Able to develop change where needed and develop the department in areas such as kitchen processes including food hygiene and dietary requirements.
- Able to develop the department with new products to increase income.
- Adapting to the seasons and working within the framework of our business.

### **Who we are looking for**

This role is to lead the catering facility at the Centre. We are looking for a capable cook with management experience who wants to develop their team and run the best catering facility that we can provide within our budget. You will be keen to look after every guest young or old and be able to ensure that we can provide a meal for everyone whatever their dietary requirements or for the fussiest of eaters. You will deliver the same care and attention to your internal customers as well as to our visitors. We are a progressive centre and you will always be keen to improve everything we do.

You will be flexible in your approach to working hours as this is an annualised contract with more hours worked in the summer than the winter. Your pay will be paid equally across the 12 months but your working hours are typically higher in April, May, June, July and August.

Maintaining relationships with a wide range of stakeholders who are all involved in operating the Centre will be key to success.

### **Experience**

- Proven competence in managing people in an operational setting.
- Experience managing staff, suppliers and menus.
- Experience of cooking for large numbers (up to at least 200).
- Experience of managing a kitchen and achieving a 5 star food hygiene rating.
- A food hygiene qualification.
- A qualification in managing allergens.

### **Values and Personal Qualities**

- A self-aware, positive and approachable leader.
- An effective leader who is assertive, energetic and determined.
- An excellent role model who promotes high standards of integrity, and commands trust and confidence from others.
- Able to maintain an up-to-date knowledge of technical competency areas and take a proactive approach to self-development and performance improvement.

### **The benefits**

Generous holiday entitlement: 34 days per year (includes bank holidays).

Food and drink: Lunch is provided to all staff at the Centre when they are working and free beverages are available.

Looking after your future: Generous pension scheme. We are committed to providing our staff with a generous pension scheme. For all employees, the Trust has a pension plan with Nest.

Getting to and from work: Car parking is free.

Uniform: a comprehensive uniform package is available free of charge.

Accommodation: Accommodation may be available as part of the package depending on your needs. The Catering team have access to a shared, basic but comfortable small accommodation with 2 bedrooms, kitchen, bathroom and lounge.

A generous commitment to continuing professional development including training courses.

### **How to apply**

Please submit an application form and a cover letter to apply for the role. Please visit our website for more information about the centre. <http://www.beaudesert.org/about-us/join-us>. If you're unable to use email please post your application to: Centre Manager, The Beaudesert Trust, Beaudesert Outdoor activity Centre, Cannock Wood, Staffordshire, WS15 4JJ.

Closing date is Tuesday 23<sup>rd</sup> April and the interviews will be held week beginning 29<sup>th</sup> April with a start date of early May anticipated.

