

JOB DESCRIPTION



Job title: Chef Mentor – part time

Reporting to: Bistro Manager

Location: Norwich

Salary: £9.71 per hour, (annual pay reviews happen in November)

Closing Date: 25th June 2021

Applications to: gemma@thefeed.org.uk

The Feed is a not-for-profit social enterprise and charity. Our social purpose is to prevent poverty, hunger and homelessness in Norwich.

We provide supported work experience within our social café and catering enterprise to people who face a barrier to employment. We work with people who have been at risk of homelessness, had mental health problems, addiction issues, an offence history, or other major barriers.

We use food as a catalyst to motivate change, improve confidence and self belief and gain the employment skills they need to move forward into a more fulfilling life.

All profits from our catering business and social café support our purpose.

The Feed has four sites:

- Our café and catering social enterprise on Prince of Wales Road
- The Kettle Foods Ltd in-house staff bistro in Bowthorpe
- The Feed café within REST mental health hub on Bethel Street, opening September 2021
- The Feed social supermarket and café on Hall Road, opening Autumn 2021

This position is within the staff bistro at Kettle Foods Ltd based in Bowthorpe Employment Area, NR5. This is an exciting opportunity to join an established team. Primarily this role is working in the Bistro Kitchen, but you will also be required to serve customers and handle cash.

You **do not have to be a chef** to apply for this role, as training will be given but experience of working in a professional kitchen would be an advantage.

Are you...

- A good home cook?
- Organised?
- Able to act on your own initiative?
- A team player?
- Approachable, kind and patient?
- Passionate about great food & great customer service?

Do you...

- Have great attention to detail?
- Take pride in your work?
- Care about customer satisfaction?

Working Hours:

The Bistro is open 7 days a week. This position is for 14 hours a week, 6.30 a.m. to 2 p.m., including a ½ hour unpaid break, on Tuesday and Wednesday.

Responsibilities:

- To prepare food for the bistro
- To ensure food and presentation is of the highest standard
- To work closely as a team member with the Bistro Manager at Kettle Foods, and other members of the Bistro's team
- Ensure you have everything in stock that you require, communicate with the Bistro Manager when stock needs replenishing
- To ensure the kitchen maintains a 5 star food hygiene rating and comply with all food safety processes, systems and paperwork.
- To keep the kitchen clean and organised at all times
- To work with colleagues to develop menus
- To provide excellent customer service in the Bistro
- To provide the best possible example to our trainees
- To mentor trainees during their work experience in the Bistro
- Ensure that all duties and responsibilities are carried out in accordance with relevant policies and procedures, within legislation and any code of professional ethics or relevant professional body.
- To maintain an excellent standard of customer care
- To uphold the Equality and Diversity Policy
- Participate in personal learning and development necessary to the post.
- To be flexible in your duties and carry out other tasks commensurate with the requirements of the business.



At all times you must uphold the values of The Feed:

Be focused

We will keep things simple. We will concentrate on doing a few things really well and communicating clearly

Be energetic

We are committed, dedicated, determined, purposeful and fun. We will not give up on achieving our vision and mission

Be creative

We dream big and learn from trying new things. We collaborate with other organisations who share our goals, locally and from further away. We are aspirational and inspire the people we work with to aim high

Make people proud

We take pride in our work and our products and want to be known for being the best. We celebrate our successes

Treat people well

We always prioritise equality and gain strength from diversity

Improve our environment

We seek to improve the local communities where we work and to make a positive impact on the environment