

## Brighton Waldorf School | School Chef/Catering Contract Job Description

### The Opportunity

An exciting opportunity has developed to contribute to the ethos, wellbeing and health of the pupil and staff body through the provision and delivering of wholesome, organic, predominantly vegetarian and vegan foods, using mostly organic ingredients to the betterment of the school community. The contract represents a significant opportunity to be embedded in the culture of the school community and develop meaningful, life long relationship with our pupils that guides and influences their attitude to health, nutrition and good eating for life.

### The Role

The catering contract is on self-employed basis, to deliver School Lunches and other meals and celebrations as requested on a daily, term time basis.

Contract | Self Employed

Hours of Work | Monday through Friday 08:30hrs to 14:30hrs

Lunchtime Service | 12:30 and 13:15hrs

Closing Date | 08/05/21

Interview Date | 18/05/21

Start Date | 01/06/21

Contract Staff Application Form  
Catering Contract Job Description

### The Position

- The Catering Contractor/School Chef is responsible for supporting the operation of the efficient kitchen.
- The Catering Contractor/School Chef will be part of the School Staff Team and in accordance will uphold the Vision, Code of Conduct and Policies of the school
- The Catering Contractor/School Chef must understand the nature and purpose of Waldorf Education and know that their first responsibility is to support the school in establishing and sustaining a culture of safeguarding while discharging their duties and responsibilities at all times.
- The Catering Contractor/School Chef must have, hold and articulate clear values and moral purpose, leading by example with integrity, creativity, clarity and resilience.
- The Catering Contractor/School Chef must demonstrate optimistic personal behavior and model positive relationships and attitudes towards pupils and staff

### **Catering Contractor/School Chef Main Duties**

- Prepare and publicize the daily/termly school lunchtime menu to include hot and cold options that caterers for all dietary needs
- Prepare and cook fresh food from scratch using fresh produce
- Provide exceptional standards in all aspects of food service, an attention to detail is vital
- Ensure all foods/meals are produced on time for the various service requirements
- Preparing quantities of meals for internal daily consumption and occasional external events
- Prepare food in accordance with all guidelines and legislations
- Ensure that the kitchen, hallways, equipment and utensils are all properly cleaned and correctly stored away
- Responsible for the presentation of all produced and served
- Preparation and delivery of high quality refreshments for school events, lunches and meetings if requested
- Respond to the changing diet requirements of our school, pupils and staff
- Work with the School Team and Parent/Carer Body to fulfil all duties
- Monitor and organize stock levels at all times
- Ensure that deliveries are met and are promptly stored away as appropriate
- Ensure that all kitchen equipment is properly maintained and that any defects are reported promptly to the Premise Manager in their absence
- Meet the daily deadlines in preparing food for internal and external sale
- Serve the pupils food in accordance to the schools protocol
- Sell goods to pupils and staff at Brighton Waldorf School using a variety of payment methods
- Clear away and sanitize all food stations and undertake daily washing up duties
- Maintain temperature control standards for all food
- Continually design high quality, tasty and appetizing food for pupils, visitors and staff
- Ensure that all personal and food hygiene procedures are applied at all times

### **General Considerations:**

- To work as an effective member of the School Team
- Observe good working practices and current health and safety regulations/ legislations
- Exercise flexibility in working hours / days in carrying out duties
- Observe and adhere to all Policies, Procedures and Regulations
- The post-holder is also required to undertake such other duties as may be required by or on behalf of Brighton Waldorf School provided that they are consistent with the nature of the post
- Be committed to and attend relevant continuous professional development
- Undertake any reasonable instruction given by your line manager and School Leadership Team to ensure the smooth and efficient delivery of the role
- The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment/Contract

- This job description allocates general duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed
- The job description is not necessarily a comprehensive definition of the post. It will be reviewed regularly and it may be subject to modification or amendment at any time after consultation with the holder of the post
- This job description may be varied to meet the changing demands of the School at the reasonable discretion of the School Director
- This job description does not form part of the Catering Contract. It describes the way the role is expected and required to perform and complete the particular duties as set out in the foregoing
- The Catering Contractor will deal with sensitive material and should maintain confidentiality in all School related matters
- All posts are subject to a satisfactory enhanced DBS declaration which is a commitment by the school to safeguarding children. The post holder is required to share this commitment