



Assistant Chef

| | |
|----------------------|--|
| Salary: | £24,342 per annum plus 5% pension contribution |
| Contract: | Permanent |
| Location: | The Black Prince Trust, 5 Beaufoy Walk, Off Black Prince Road, Lambeth, London SE11 6AA , and occasionally at our other sites in Clapham, Brixton and Tooting. |
| Hours: | 35 hours per week, Monday – Friday (part-time option, 21 hours per week, Monday, Tuesday and Thursday would be considered for suitable candidate). This is a new and exciting role which will be community focused in the first year with the aim of moving to a social enterprise model in the second year, which is likely to involve some evening and weekend work. |
| Annual Leave: | 25 days per year (increasing by one day per year until you reach a maximum of 30) |

The role

You will work with a small team of adults with learning disabilities and/or autism preparing and packaging 100-150 meals a day as part of our community meal service. The project will provide meals that will be distributed to Lambeth residents who are adversely affected by the cost of living crisis and other socio-economic impacts. You will provide students with the opportunity to build employment skills, confidence and practical skills. As the project develops, you'll support the Chef Trainer deliver accredited (CIEH) and non-accredited hospitality sessions and be involved in the development of a social enterprise delivery model. We can provide training and development for you if you're new to supporting delivering training. This role is perfect for an Assistant chef who would like a rewarding role, make a difference in the community and excellent work life balance.

About us

At Share, we're passionate about supporting disabled people to set their own goals for learning and life, and helping them to achieve their aspirations. Most of our students are people with learning disabilities and/or autism. We offer them training, employment, personal development, and leisure opportunities. We help disabled people to be more independent, have better health and wellbeing, move towards employment, and enjoy the same access to leisure opportunities as everyone else.

We are accredited by the National Autistic Society, and this year we achieved Investors in People Gold. We celebrate diversity and we value kindness and care for others alongside working to very high professional standards.

We are partnering with the Black Prince Trust, providing a community focused food service at the on-site cafe. This will serve the local Lambeth community and provide training opportunities for Share students. We will provide a community meal service for local Lambeth residents in need. This service will be co-produced and run by a group of Share students. The project will provide meals that will be distributed to Lambeth residents who are adversely affected by the cost of living crisis and other socio-economic impacts.

It will also provide students with the opportunity to build employment skills, and qualifications in catering and hospitality.

Who we are looking for

We're looking for an Assistant chef who loves food, is passionate about making a difference and is looking for a more rewarding role with sociable hours. You'll have worked in the catering and hospitality industry, and you'll have supported a team or teams to source, prepare and cook meals for around 100-150 people. This is a job with sociable working hours, a supportive friendly team, and plenty of benefits.

Main responsibilities

- To assist the Chef Trainer to teach catering and hospitality skills to adults who have a range of learning disabilities, physical disabilities, autism and/or mental health needs
- To substitute for the Chef Trainer when absent
- To enable learners to achieve CIEH Food Safety qualifications
- To support learners to build portfolios of experience and achievements
- Work and liaise with other members of the Share staff team
- Provide meals for 20+ students attending Share and 100-150 meals for community members in need, 3-5 days a week as part of the training output, and assist with managing the lunch delivery
- Ensure the catering project and canteen maintain excellent levels of cleanliness, maintain our five star rating, and promote high standards of hygiene, recycling, and healthy eating habits
- Carry out under direction of the Chef Trainer, administrative tasks related to the project or course in a timely manner
- In accordance with Share policies and guidelines, maintain course and learner records; carry out tracking and monitoring of learner performance, and provide information as required to Share's management and/or wellbeing team.
- Assist in ensuring all student registrations, learner outcomes and completions are recorded and available to monitor by the Head of Training
- Ensure course materials and resources are appropriate for delivery, using adapted equipment and digital tools when needed
- Assist in implement good practice in respect of Share Community Equal Opportunities, Health and Safety, Safeguarding, GDPR and Data Protection policies
- To undertake other duties as may reasonably be required by your line manager to fulfil the organisation's needs

Person specification

We are looking for somebody who:

- Has recent experience in the catering or hospitality industries
- Has experience of developing people new to the world of catering
- Is innovative and creative with menus – confident in the preparation of healthy, meat, vegan, and vegetarian recipes
- Is a competent user of MS Office 2016+ or online Office work-based tools, or willing to learn
- Has reasonable literacy and numeracy skills
- Has the ability to motivate and support learners

- Has excellent interpersonal skills and the ability to relate positively and in a non-discriminatory way to disabled people from a range of backgrounds and communities
- Is reliable, trustworthy, and with good time management
- A commitment to continue personal development
- Has personal flexibility and the ability to work in a way that is adaptable and focused on the needs of each individual student

How to apply

Please send us your CV and a cover letter. In your letter, please tell us:

- About your experience in catering, and teaching or training people in catering.
- About your qualifications - what do you have and when did you achieve them?
- About anything else that is relevant to this role at Share.

Please also complete our equal opportunities form and return the three documents (CV, cover letter and equal opportunities form) to hadmin@sharecommunity.org.uk.

If you would like to have chat about the role or visit us prior to applying, please contact us on hadmin@sharecommunity.org.uk or on 0207 801 9829.

We focus on ability and believe people work best when they feel valued, safe and happy. We do all that we can to make sure that Share is friendly and welcoming to everyone.

This job is subject to two satisfactory references, evidence of qualifications, an enhanced DBS check and providing evidence of right to work in the UK. If you are disabled and would like to discuss other ways of submitting your application, please call us on 0207 801 9829.

Our privacy policy for job applicants can be found here: <https://www.sharecommunity.org.uk/privacy-policy-job-applicants>

We look forward to receiving your application.

