



Kitchen Manager

Job Description and Person Specification



FARMS FOR
CITY CHILDREN

Job Description – Kitchen Manager



Summary

Passionate about nutrition, provenance and seasonal produce, this senior role is central to the efficient running of a busy kitchen providing three nutritious meals each day to a large residential accommodation for groups of up to 40 children and accompanying adults. As an important part of the house team, the person in this role will work closely with the Farm School Manager, Office Manager, Kitchen Assistants and General Assistants to ensure the needs of resident groups are met and that the highest standards of nutrition, food quality, food hygiene and health and safety are maintained.

As a working farm, with an extensive kitchen garden operation, the Kitchen Manager plays a critically important role in the wider management of the site, working very closely with the Farm Operations Team to ensure we make the most of opportunities to rear, grow and use our own produce, making the links between food and farming explicit to our visiting groups.

This role will have regular and direct contact with our visiting children and adults, including developing delivering cooking sessions for groups of children which inspire and engage, but also connect with their experience of working on the farm or in the garden. There is also a key role in welcoming them upon arrival, supporting their induction into the house and maintaining a warm and friendly relationship throughout their stay. We pride ourselves on being able to cater for a full range of dietary needs and cultural differences.

Responsibilities and Accountability

- To run the kitchen and supervise the work of the Kitchen Assistants and General Assistants and others supporting the kitchen
- To be responsible for providing a high quality, nutritionally balanced, varied and healthy menu of home-made meals for all visitors and staff that adheres to the Charity's Good Food Policy
- Management and oversight of all food standards requirements, maintaining our outstanding reputation and rating, to include all record keeping, training for all staff involved in food preparation and liaising with Environmental Health
- To be responsible for ordering and purchasing all food, including working with our Farm Operations Team to develop internal transfers of fresh produce, and working closely with the Office Manager in the administration of accounts and suppliers to ensure we meet budget target
- Support the farm management team to create a warm, child-centred environment in which all visiting children flourish
- Ensure catering equipment is in good condition and used and stored safely, working closely with the Farm School Manager to maintain the highest Health and Safety practices in the kitchen
- To actively seek feedback from groups in residence to ensure that we are able to respond positively to any dietary needs
- With the Farm School Manager develop enterprise opportunities for kitchen produce, and produce seasonal produce in line with enterprise plans
- Develop and lead education sessions based on food and cooking with beneficiaries
- Maintain excellent hygiene standards
- Ensure all staff have suitable training in place

These duties are not exhaustive and you will be required to undertake other duties outside of this job description as required to fulfil the role.

Person Specification – Kitchen Manager



Training, Experience and Qualifications

Essential

- Training in catering or a related discipline
- Passion for creating tasty and nutritionally balanced meals for young people with seasonal produce
- Relevant experience of leading a team in a kitchen environment
- Training in Food Hygiene and Health & Safety in a kitchen environment

Desirable

- Experience of working with children and undertaking training in Safeguarding
- Experience of leading cooking activities for groups of children
- Certificated training in Safeguarding or Management
- Knowledge and experience of childhood nutrition and of linking food to farming and growing
- GCSE or equivalent in Maths & English

Knowledge and Skills

Essential – All roles

- An engaging communicator with the ability to connect with children of all ages
- A friendly and supportive colleague who fosters constructive and collaborative relationships across the Charity and seeks opportunities to share knowledge and learn from others
- Self-driven, with the ability to plan, prioritise and manage time effectively
- Calm under pressure

Desirable

- Demonstrable commitment to continuous professional development