



Head Chef needed for Milk & Honey café and The Well!

Creative, big-hearted, talented chef sought for plant-based community café... Join us at this exciting stage to lead the kitchen, develop the menu, work alongside our volunteer team and oversee the food offering of our support project, 'The Well'.

'The land of milk and honey' is a place described in books of old as a rich place of abundance. A land where good things grow and there is enough for everybody.

Slap-bang at the front of St Peter's House on Oxford Road, in the heart of Manchester's Universities, Milk & Honey café has kept this imagination at the heart of things for the past three years - bringing all the good stuff abundant in our fine city under one roof. Before the Covid-closures of 2020 and beyond, we were known for our proper coffee, cracking brews and cockle-warming, freshly cooked food that daily saw the good folk of Manchester heading off with happy bellies and the warm glow of knowing they've been part of something good.

When Covid-19 hit we got creative with what we've got. We closed the café and used all of our resources to feed those on and around campus in food crisis, setting up our holistic covid-response project 'The Well'. Since Autumn 2020 we've offered weekly Well Packs, which combine fresh and dry goods with recipes, menu plans, cooking videos, wellbeing videos and content and one-to-one support. It's been a huge project, but much needed – and we've provided 1000's of meals to those who would've otherwise struggled to feed themselves throughout lockdown.

St Peter's House Chaplaincy (a registered charity) is home to the Christian Chaplaincy for The University of Manchester, Manchester Metropolitan University, RNCM and the University of Law. Milk & Honey is operated by St Peter's House as a social enterprise, so profits generated are reinvested into the community, and we work with a wide range of volunteers who have all become part of the Milk & Honey story. We also have a small but vibrant staff team, and are now looking for a new Head Chef to come and lead the kitchen and work alongside our Café Manager to deliver excellent food each day that reflects our values and keeps our customer-base buzzing! We are also developing The Well into a longer-term project focussing on supporting those with food needs on and around campus.



We are seeking to appoint a creative, experienced chef to develop, oversee and create daily our plant based menu (of changing, seasonal 'specials' and a small regular offer) in Milk & Honey, alongside and recipes and meals for Well Packs. The Head Chef will also work alongside volunteers to deliver these services day-to-day. The role will form part of our core Milk & Honey team, and may include contributing to all aspects of our exciting and innovative work alongside the wider team.

Our Lead Chef will embrace the vision for Milk & Honey, enjoying working alongside people of all abilities and backgrounds and be a proper person as well as being a top class cook. We like our full team to be flexible, so a willingness to step out of kitchen and talk to customers front-of-house is important too. A good understanding of the opportunities and challenges created by working within a charity and with volunteer staff will be essential, alongside being fully compliant at all times with all food documentation, allergy and hygiene law, and regulatory requirements.

How to apply: Please read the attached role profile and person specification, and if you think you could be the person for the job please send an up-to-date CV and a covering letter (not exceeding two sides of A4) to jobs@stpeters.org.uk. In the covering letter, please systematically address how you fit the criteria sought in the Person Specification at the end of the Job Description.

Closing Date for applications: 12pm on 18th November. You will be notified via email that day whether you have been selected to come for an interview.

Interviews. 22nd November. The process will comprise a spoken interview, and candidates will also be asked to bring along some recipe ideas and photos of dishes they have prepared in the past which they feel reflects the vision for Milk & Honey café. We will also ask successful candidates to create a 'Seasonal Special' and complete a trial shift in Milk & Honey to ensure role fit.

We hope that the appointed person will begin in role as soon as possible.

Hannah Skinner,
Director of Development and Engagement, St Peter's House.

Notes:

1. Milk & Honey's kitchen and food offer is plant-based, and we expect the appointed Chef to embrace and be able to work creatively within this.



Head Chef

Salary:	£27 – 30k (Dependent on experience) with a defined contribution pension scheme.
Holidays:	22 days, plus public holidays.
Contract Type:	Permanent (2 month probationary period).
Hours of work:	Full Time – 40 hours per week. (Monday to Friday)
Normal place of work:	Milk & Honey café, St Peters House, Oxford Road, Manchester, M13 9GH.

The appointed candidates shall be asked to apply for a criminal disclosure check through the Disclosure & Barring Procedure (DBS) due to the responsibilities of the role (working alongside volunteers). A conviction (spent or unspent) may not exclude a candidate from this position, but will be considered as part of the recruitment process.

St Peters House confirms its commitment to develop, maintain and support a comprehensive policy of equal opportunities in employment. To assist in this we will actively support job sharing where it is reasonable and practical to do so and where operational needs will not be adversely affected.

St Peter's House is a **Disability Confident Employer** and we welcome applications from people with disabilities. We guarantee that we will offer interviews to applicants with disabilities who meet the essential criteria of the role.

Role Profile: Head Chef at Milk & Honey café and The Well

We are looking for a confident, experienced and reliable individual to ensure the provision of a creative, seasonal, plant-based and cost-effective menu for Milk & Honey, alongside maintaining and developing the food provision with The Well. The Head Chef will work alongside the Director of Development and Engagement (D+E) to design, cost and create the menu.

Building good relationships with suppliers and volunteer staff is crucial to this role. We expect the appointed person to be proactive and personable, happy working alongside others as well as taking the initiative as required.

Milk & Honey is known for exciting, fresh and seasonal plant-based food – and this part of our identity is central to our customer and volunteer base, as well as communicating our wider environmental and ethical concerns. Milk & Honey's new chef will embrace and develop this key strand of our identity.



Key responsibilities:

Food and Menu: Milk & Honey

1. To prepare consistently excellent food for service in Milk & Honey.
2. To cost and plan a weekly menu, and communicate this to the Milk & Honey team.
3. To lead on menu development and food documentation.
4. To develop supplier relationships and communicate confidently about Milk & Honey.
5. To cost and price the menu so income can be planned and monitored.
6. To be aware of, and monitor food sales and trends in Milk & Honey and more widely, responding flexibly through menu planning.
7. To ensure that recipe ingredient lists and checklist documentation as required by allergy food standards are available and updated for each day's food service, and to keep full ingredients lists up to date for all items sold in the cafe.
8. To build community links via food – for example through developing training or teaching workshops, and engaging with local traders markets.

Food: The Well

9. To lead all aspects of The Well's food provision. This will include planning and ordering for Well Packs, cooking for pre-frozen meals, ensuring adequate levels of stock through monitoring levels and ordering, communicating with suppliers and the wider team, and overseeing and supporting in the packing of bags for collection by service users.
10. To order food and menu planning for all weekly operations.
11. To visit Fare Share to collect food and develop a menu
12. To produce IGTV videos and Menu cards for the food being distributed that week.

Teaching, Training and Volunteers

13. To form part of our Cookery Skills teaching team – hosting Cookery Classes in the Milk & Honey kitchen to build cookery skills and confidence amongst The Well service users, Milk & Honey volunteers and other members of our community.



14. To oversee, supervise and support volunteers in the Milk & Honey kitchen and The Well. This will involve working with a diverse group of people with varying abilities and needs.
15. To teach volunteers new skills required to perform their roles through on-the-job work experience and effective demonstrations.

Safety and Compliance

16. To ensure that all HACCP requirements are consistently and diligently met – including all relevant documentation and safety standards relating to food, accurate allergy reporting, and the preparation/working environment.
17. Immediate reporting of any concerns of problems to the Director of Engagement & Development. This would include any issues that may arise in the café, maintenance or function of equipment, or challenges with the volunteer team.

Wider Duties

18. To support in developing projects that further the objectives of St Peter's House, and add value to the volunteer experience. These may include one-off events or new strands of or existing work.
19. To attend regular staff meetings and keep good communication channels with the Milk & Honey and wider St Peter's House staff teams.
20. To help build the Milk & Honey team – attend social activities, get to know volunteers, work well across different teams etc.
21. Additional duties and hours as agreed in advance with the Director of Development and Engagement.

Line-management from the Director of Development and Engagement and annual performance reviews.



Person Specification.

Essential Criteria	Desirable Criteria
<p>Be welcoming, warm community minded people who enjoy working as part of a team and embrace the vision of St Peter's House and our two projects – Milk & Honey and The Well.</p> <p>Committed to upholding our ethos and values – for example; environmental concerns, supporting local business, developing and supporting individuals through volunteering opportunities.</p>	
<p>Have at least 3 years' experience as a Chef.</p>	<p>Have experience working in the community/charity sector in a professional hospitality setting.</p>
<p>Significant experience of working in a professional kitchen environment.</p>	
<p>Passionate about food and a highly competent and experienced cook.</p>	
<p>An excellent and communicator and demonstrator.</p>	<p>Experienced and skilled at sharing the love of food, healthy eating (preferably plant-based or environmentally conscious) and the benefits of cooking and eating together with a wide range of people with different levels of ability and experience.</p>
<p>Level 2 Food Safety Training, completed or refreshed within the last 3 years.</p>	<p>Level 3 Food Safety Training</p>
<p>Have demonstrable experience of effective team working.</p>	<p>Have experience of working with volunteers – and/or volunteering themselves.</p>
<p>The ability to see and nurture potential in volunteers, delighting in their growth and providing opportunities for this.</p>	
<p>Be well-organised with the ability to plan ahead, focus on the important and meet deadlines.</p>	
<p>Experience of IT and social media</p>	<p>Have excellent IT Skills.</p>