

Job Title	Kitchen Manager/Head Chef
Department	Food Ministry
Reports to	LYN Lead
Primary Location	B&A Gloucester Road
Travel Required	Visits to partner churches, food organisations
Hours per week.	37.5 hours
DBS Check Required?	Yes
Special Conditions	This is a fixed term 1 year contract depending on start date
Date Written/Updated	Jan 24

Role: B&A's Kitchen(s) and Food Ministries - To coordinate and facilitate the B&A Ministry Kitchens. Chief responsibility for Kitchen standards, EHO record keeping & H&S of the kitchen(s). To lead on recruiting, training and equipping the kitchen team. To ensure resources are managed well and food gets to where it's needed. To support the Little Church's in their mission of Bringing Bristol to Jesus. Little Church is where our midweek discipleship and mission happens.

Warmer Spaces - To supply partner churches with nutritious hot meals cooked to high standards.

Key components of role

- Liaise with Little Church's Leaders supporting their vision
- Plan, prepare, and cook healthy nutritious meals for our mission and our partners on a large scale
- Be able to recruit and train new members of kitchen team
- Practical responsibility for the layout, upkeep and functionality of the Kitchen and equipment
- Ensure the kitchen and ancillary areas are kept clean and tidy at all times and especially at the end of the day
- Maintaining Kitchen COSHH file in partnership with B&A Buildings Manager. Liaise with EHO
- Deliver training and hold appropriate records of training in partnership with HR Lead.
- Work in partnership with the B&A Ministry Administrator to ensure ways of working between hirers, secondary kitchens, cleaners and chemicals.
- Work in accordance with the church's policy on safeguarding.
- Write and maintain Risk Assessments
- Level 2 Food Hygiene certificate with working toward Level 3/4
- Undertake training as needed to improve personal development.

- Undertake any other work that has been agreed and is seen to be appropriate for the role.
- Contribute to staff worship and prayers
- Be an active member of B&A or be willing to become one
- This is a physically demanding role. The successful applicant must be able to stand for up to 8 hours a day (including breaks and lunch) and lift heavy items
- Current driving licence

Role Context:

This role is key to enabling good administration and organisation that will release church family members and other churches into service and mission as we look to reduce poverty and isolation across Bristol.

Each member of staff plays a key role in contributing to our vision. Our mission is bigger than any individual task but together our work contributes to the bigger picture of "Bringing Bristol to Jesus". As a Christian organisation our faith is an integral part of our working culture.

Role Dimensions:

Budget Management	Food Budget line
People Management	Kitchen Coordinator, kitchen assistants, volunteers
Key Relationships – Internal	Clergy and Staff, Kitchen staff, LYN Lead, Food Pantry Coordinator, Little Church Leaders, Little Church Teams
Key Relationships – External	Food organisations, supermarkets etc.

Contract Info:

- 1 year fixed term contract
- 37.5 hours a week
- Working pattern to be agreed. The role would benefit from a mixture of fixed and flexible working as evening and some weekend work is required.
- Salary - £26-28,000 per annum pro rata
- Pension contribution in line with government guidelines
- 5 weeks holiday plus bank holidays pro rata

There is an occupational requirement under Schedule 9 of the Equality Act 2010 for this post to be held by an actively practising Christian who assents to our statement of faith

To apply send a CV and one page letter stating how you meet the criteria and what excites you about joining the team here at B&A Church to roncross@babristol.org by January 31st 2024.