



## **General Manager/Chef & Part-Time Assistant Manager for New Café at St. Thomas's Church, Balham / Streatham, SW2 4XW**

**We are looking for a General Manager/Chef and a Part-Time Manager (around 15 hours) to help set up and run our new café at St Thomas' Church, Telford Avenue. The café will open in September 2018.**

Our vision is for the café to be a welcoming, community space for all and bringing St Thomas' Church to life during the week. Our target market ranges from parents and carers to dog walkers and from home workers to the elderly. The business will be run as a not-for-profit concern providing top quality food and drink at reasonable prices. Ideally, we will also be able to offer various work experience opportunities.

This is a great opportunity for somebody passionate about the catering industry with real dynamism and ambition as well as for someone with café/restaurant management experience willing to learn new skills. The role is primarily customer-facing, requiring excellent people and organisational skills. Definitive opening hours and days are still to be decided in agreement with the successful candidates. Currently we plan a starting point of Monday – Friday daytime during school term time.

### **As a General Manager/Chef you will be responsible for**

- Working with the church management team to launch the café in September.
- Creating a welcoming environment for the whole community
- Identifying and managing new food and drink suppliers (local if possible)
- Maintaining a high standard of customer service including volunteer recruitment, training and food quality.
- Implementing sales and marketing promotions.
- If interested, catering for church events and developing a private catering offer for private functions hosted at the church.

### **As Part-Time Manager you will be responsible for**

- Working with the General Manager on the day to day running of the café.
- Front of house welcome
- Food and drink quality standards

### **Both roles will also involve day to day tasks including**

- Looking after volunteer rotas
- Health & safety, food hygiene compliance
- Café's KPIs
- Ensuring food quality standards
- Basic book keeping

### **General Manager salary and holidays**

- Full-time salary from £22k
- Opportunity to expand private catering business with turnover related bonus.
- Flexible working opportunities in conjunction with the Part-Time Manager.
- 37.5 hours x week
- Day-time opening
- 10 weeks paid holidays
- Defined pension contribution

### **Part-Time Assistant Manager salary and holidays**

- Salary from £18k pro rata depending on hours
- Flexible working opportunity in conjunction with the General Manager
- 10 weeks paid holidays
- Defined pension contribution

### **We are looking for someone**

- Passionate about food and coffee! and able to pass on that passion to the team.
- Ideally with experience in a kitchen as Sous Chef or above or in a café/restaurant.
- With experience in management and working with volunteers.
- Confident with EPOS systems and handling cash.
- With attention to detail to maintain standards.
- With a real interest in ethical produce and green issues.
- Sympathetic to the mission and values of the Church of England.

### **We are looking for people to start as soon as possible to be involved with the set up and opening of the café.**

---

If this interests you then get in touch to find out more!

Please send a copy of your C.V by **25<sup>th</sup> June 2018** stating which role you are interested in and details of 2 referees to:

email:

Kate Morrison - [bookings@stwss.org.uk](mailto:bookings@stwss.org.uk)

Post:

Kate Morrison, St Stephen's Church Centre, Weir Road, London, SW12 0NU

Interviews to be held w/c **02.07.18**