



Together Our Community (TOC)

Charity No: 1206902

www.tocommunity.org.uk

*Supporting Young Adults with Disabilities **Live, Learn and Work** in the local Community*

Café Manager

Pay £28000 to £30000 - subject to experience

Job Type: Permanent - 37 hours per week

Location: Chichester PO19 1AR

Closing date: 29 August

Overview

We are a charity supporting young adults with learning disabilities and are seeking an experienced café manager to run our new high quality café working alongside some of our young people.

The successful candidate will have the opportunity to work collaboratively with the TOC Team and bring their own ideas to help the café reach its full potential and supporting future staff recruitment. Our aim is to provide a high quality environment providing the best possible customer experience but also provide opportunities for the development of hospitality skills for the young people we support.

This role will be hands on but also will require management of the financial side of the business in ordering supplies, understand the importance of all aspects of compliance as well as having an eye and attention to detail. The successful candidate will have the ability to bring in new ideas to improve and grow the café.

The candidate will need to understand the importance of good team working and support training & development of others to help them be the best they can be - driving the whole team to ultimately create a successful café business.

Responsibilities

- Leading by example to ensure our Café delivers impeccable coffee, food and customer service
- Overseeing the efficiency of all in-unit operations, including managing inventories, monitoring budgets, and implementing delivery of efficient operational process
- Communicating regularly with your line manager to monitor progress
- Identifying opportunities for new service ideas for foods and drinks
- Liaising between customers and our internal teams to ensure we continue to exceed expectations
- Supporting and helping with training for our young people, leading from the front to make sure everyone can excel in their role
- Implementing and reviewing Health & Safety and hygiene standards to ensure compliance across all aspects of the cafe.

Skills

- A good understanding of managing stock and working within budget
- An excellent understanding of café business good practice in managing food and drinks.
- Managing a staffing budget alongside other operating costs
- Essential practical skills in the art of good coffee making and food preparation.
- Skills in maintaining a high hygiene rating and implementing good practice in health & safety within a café environment.
- The candidate will also need to have skills in demonstrating patience and understanding in working with young people with learning disabilities.

Experience

A proven track record in a similar managerial role for a minimum of 2 years with strong IT/communication skills, and the ability to lead and inspire others is crucial. The candidate should have a level 3 Food Hygiene Certificate.

Initial Cafe Opening Hours

Monday - Friday - 8pm – 4:00pm

What we offer

- Staff discounts on food
- Free lunch and coffee whilst on shift
- Career development opportunities
- Pension
- Training

Equal Opps

The Boardwalk Café in line with our charity objects supports an inclusive and diverse workforce. We want to offer opportunities to people from all backgrounds irrespective of age, disability, gender and transgender status, race and ethnicity, religion and belief (including no belief), marriage or civil partnership status or sexual orientation. As an Equal Opportunity Employer, we welcome and consider applications from all qualified candidates, regardless of background.

Please note that applications can only be considered if you are currently legally entitled to work in the UK. We are not presently recruiting from outside the EU. Applicants must be able to attend a trial/interview in Chichester in w/c 1 September. Fluent English language skills are essential.

Please send CV and any additional supporting information to:
contact@tocommunity.org.uk by 29 August.