

Job Description – Chef Supervisor (Sessional)

Reporting to:	Head of LDN Eats
Responsible for:	Delivery of LDN Eats Catering enterprise
Salary:	£16.59 per hour
Hours of work:	Sessional including evenings and weekends

Job summary

The sessional chef will work alongside the Head of LDN to deliver high quality food for events and activities linked with LDN Eats.

Work will be based on the needs of the event and may be a regular booking to run a routine activity, as additional support for a large event or to cover short notice or planned/ unplanned absence of the Head chef.

LDN Eats is a social enterprise, training people with learning disabilities in catering and hospitality through catering events in the community. The project ambitions are to

- Support adults with learning disabilities into employment in the industry
- Develop the skills of LDN Eats trainees through education programmes and work experience
- Offer a consistent high quality food offer that reflects the customers' requirements and budget
- Deliver a sustainable food offer that uses seasonal and locally sourced produce to reduce our environmental impact
- Ensure the financial stability of the service with a profit-making catering offer supporting reinvestment into the project and payment of the London living wage to all.

You will be working directly with people with learning disabilities and will need to have a commitment to the values of LDN. This means putting the values into practice in the following ways

- **People are Included-** through all stages of the LDN Eats offer, planning, preparation, delivery and review
- **People make choices and decisions** – supporting the development of the offer and in the events and activities they engage in
- **People are treated with dignity and respect-** in all interactions both within LDN and the public at events
- **People achieve dreams and aspirations** – with opportunities for training and employment both within LDN Eats and in the wider hospitality sector though the gaining of qualifications and experience

Key responsibilities

High quality food offer

Delivering consistent high quality food offer that may be a pre-planned order such as events canapes, or a cook to order offer from a menu of options within a café style setting.

Supporting LDN Eats team in preparing, cooking and presenting the food offer to a consistent standard as set by the Head Chef.

Health and Safety and Food Hygiene standards

Delivering food hygiene standards to the current 5-star rating within your own practice

Overseeing and supporting LDN Eats team in their Food Hygiene practices including prompts and reminders

Ensuring paperwork is completed in all sessions that reflect the 5-star rating and adherence to Food Business standards

Ensuring your own training is up to date on all matters relating to Food Hygiene including allergens, first aid, moving and handling and fire.

Responsible for maintaining a clean and safe kitchen environment irrespective of location. This will include opening and closing procedures, cleaning schedules and stock checks

Responsible for following risk assessment protocols, reporting and recording any incidents

Reporting any maintenance or health and safety issues to the Head Chef and or the location of the event/ activity

Financial controls

Purchasing within the agreed limits set by the Head Chef with regards to any purchases made for LDN Eats activities

Minimising waste through effective food ordering, preparation, stock rotation and menu planning

Supporting LDN Eats team

Working alongside people with learning disabilities who have been recruited as LDN Eats team providing on the job coaching and constructive feedback

Supporting them in their development by involvement in all aspects of the events including menu planning, shopping, preparation, cooking, presenting, serving, kitchen and event space set up and clear down, record keeping.

Modelling best practice in food delivery, communication and administration as well as inclusive practice and safeguarding.

Recording hours worked in order to support pay of LDN Eats team members

Recording tasks done by LDN Eats members as part of training and qualifications evidence

Representing LDN Eats

LDN Eats team should be front and centre of all interactions with the public. Demonstrating their skills and talents. Your role will include supporting them in this through coaching and guidance.

You may also be a source of contact for customers to understand more about LDN Eats and encourage further business and so be ready to answer questions and signpost to the Head Chef for bookings.

Safeguarding

Working with adults with learning disabilities will require you to have an enhanced DBS check and to follow safeguarding policies and procedures. This includes training in understanding abuse and knowing what to do if you are made aware of, or observe abuse.

Selection criteria

To be shortlisted for interview you must display sufficient knowledge, experience, and reasoning in each of the criteria below using real examples:

Living our values and understanding our work

Understanding the skills and talents people with learning disabilities have and how the LDN Eats offer increases visibility and equality of opportunity for employment and social value.

Leading people

Working with various team members on in their learning and employment journey.
Leading prep and service for events.

Leading safeguarding and safety

Ensuring the highest standards of food hygiene in all activities

Improving quality

Understanding and delivering a price point that offers value for money and high-quality offer.

Communicating effectively

Having excellent verbal communication skills that are customer focussed, calm and patient and engaging with LDN Eats Team in a way that inspires confidence and support.

Developing people

Develop the skills of the team, irrespective of their experience, to deliver the vision of the service and the customer expectations.

Managing resources and risk

Use resources effectively and understand and manage risk including managing profit through effective stock control and food preparation

Delivering results

Focus on delivering the vision of LDN Eats and the ambitions and needs of the people supported efficiently and safely.

Additionally, we will expect you to:

- be computer literate.
- be able to work flexibly.
- be “hands on” with your team.
- have experience or interest in working with people with learning disabilities
- have a relevant catering qualification to a minimum level 2/3
- Have at least 5 years hospitality and catering experience at a level which reflects the role
- be able to drive and hold a full valid driving licence