

Cook



Job Title:	Cook
Salary:	£21,565 - £26,380 FTE
Contract:	Permanent, full-time
Hours:	36.25 hours per week.
Location:	Bendrigg Lodge, Old Hutton, Kendal LA8 0NR
Closing date:	9am - Wednesday 28 th August 2024
Interview date:	Wednesday 4 th September 2024

The focus of this role will be to ensure the provision of catering services on behalf of Bendrigg Trust. The post holder's key responsibilities/tasks will be as follows:

Cook Job Description:

- To pro-actively work with the Head Cook, as part of the Catering team to promote healthy eating.
- To support all relevant administration, purchasing, stock control and maintenance in accordance with Bendrigg's policies and procedures.
- To prepare and produce a range of meals to the agreed standards of customer requirements and legislation.
- To ensure good kitchen practices and cooking methods are upheld and observed.
- To maintain a high standard of personal and kitchen hygiene.
- Complete and comply with all administration processes, maintain training, cleaning and financial records, and ensure compliance with procedures.
- Ensure that the kitchen complies with Food Hygiene standards in accordance with Environmental health legislation.
- Maintain high levels of record keeping e.g. ordering supplies
- Maintain a high level of cleanliness in accordance with health and safety regulations including washing of equipment, utensils and machinery e.g. dishwasher and to undertake cleaning of other catering outlets on site.
- The post holder must wear the appropriate PPE as provided and where applicable.
- Take an active role in the catering team, including attending meetings and undertake training deemed necessary.
- To be responsible for volunteers and other Bendrigg staff whilst in the kitchen.
- To support the maintenance, repair and safety of the kitchen and all equipment.

Other:

- To participate in internal and external training as appropriate to the role
- To undertake such duties as may reasonably be expected, within the scope and rank of the post.



Bendrigg

Cook: Person Specification

It is expected that the post holder will have the following:

	Essential	Desirable
Experience	<ul style="list-style-type: none"> • Experience of carrying out monitoring checks • Experience of controlling stock 	<ul style="list-style-type: none"> • To have provided catering in a commercial setting on either paid or voluntary basis
Knowledge	<ul style="list-style-type: none"> • Knowledge of the importance of portion control • Understanding of safe working practices, safe food hygiene practices and safe personal hygiene practices • Basic knowledge of Health & Safety and food hygiene regulations 	<ul style="list-style-type: none"> • Good understanding of various dietary and cultural requirements
Skills	<ul style="list-style-type: none"> • Ability to prepare and cook a full range of meals to meet the needs of the service users • Cleaning skills including washing up and general kitchen cleaning routines • Ability to communicate with staff and service users confidently 	
Qualifications	<ul style="list-style-type: none"> • Basic Food Hygiene L2 (or willingness to obtain this) 	<ul style="list-style-type: none"> • Intermediate Food Hygiene L3 (or willingness to obtain this) • NVQ2 in Catering and Hospitality (or equivalent)
Other	<ul style="list-style-type: none"> • Able to work as part of a team • Flexibility in work hours • Ability to meet the travel requirements of the role • Willingness to undertake training and development in the post • Empathy with the aims of Bendrigg 	

About Bendrigg Trust

We make adventure accessible, working together to overcome barriers and transform lives.

The spirit of adventure is incredible. A bona fide superpower that can fill any one of us with conviction and confidence, with new abilities and renewed agency. And it's universal too – not the exclusive preserve of the advantaged and non-disabled. It's for everyone, because we're making sure it is.

At Bendrigg, we have the setting and the scenery, the equipment and the expertise, the people and the passion. Together we have a limitless supply of adventure. With a limitless determination to improve people's lives.

Because we know that, whatever adventure means to each individual, it has the power to empower. To challenge and inspire, to tear down barriers and build up possibilities, to create real and lasting change. Above all, it has the power to change minds – within those individuals and across our whole society: changing the way people see their world, and changing the way the world sees them.

At Bendrigg we create change, one adventure at a time.

The role: Cook

We are seeking a positive and caring person to join our catering team as a Cook. Typical duties include:

- Preparing and producing a range of meals to the agreed standards of customer requirements and legislation.
- Pro-actively work with the Head Cook, as part of the Catering team to promote healthy eating.
- Supporting all relevant administration, purchasing, stock control and maintenance in accordance with Bendrigg's policies and procedures.

This is a full-time position, averaging 5 days per week, (36.25 hrs) on a 7-day rota. Applications for part-time hours will be considered.

Typical shifts are:

07:00 – 15:15 (early shift)

11:00 – 19:15 (late shift)

Working at Bendrigg

We understand that everyone is different and try to be as flexible as possible. We are proud to offer a caring and supportive working environment with a number of benefits including:

- Holidays: Staff receive 30 days paid holiday plus bank holidays (FTE, part-time pro-rata). (Up to 7 days + 3 Bank holidays required to be taken during the Christmas/New Year shut down period - FTE).
- Meals: meals and refreshments are provided when on-shift for anyone working on-site from our amazing catering team.

The logo for Bendrigg, featuring the name in a green, cursive script font. A thick green horizontal line is positioned below the text, starting from the left edge of the page and ending under the 'g' in Bendrigg.

- Training: personal and professional development is actively encouraged and rewarded. Staff are provided with opportunities for external training as well as a number of internal training sessions throughout the year.
- Pension: All employees can take advantage of our pension arrangements whereby contributions of 5% from the employee are matched by 5% from Bendrigg Trust.
- Sick pay: company sick pay (inclusive of SSP) starting at one week full pay in the first six months rising to six months full pay after five years of employment
- Maternity & Paternity Pay: Statutory Maternity & Paternity Pay
- Parental leave: We understand that you may need time to settle children into a new school, or you may want to spend more time with a child. Bendrigg offers 18 weeks unpaid leave for each child up to their 18th birthday (maximum of 4 weeks per year).
- Emergency Dependant & Compassionate leave: Up to 5 paid days per year

We welcome and encourage applications from candidates of all backgrounds, irrespective of gender, disability, colour, race, nationality, ethnic or national origin, marital status, sexual orientation, religion or criminal records.

How to apply

If you feel you could belong at Bendrigg then please **send your CV and a covering letter** detailing how you fit the person specification to vacancies@bendrigg.org.uk

For more information

We also welcome informal enquiries so please do contact our office if you have any questions. All enquiries relating to this post should be made to: Nick Liley, Centre Director nick@bendrigg.org.uk 01539 723766.

The logo for Bendrigg, featuring the word "Bendrigg" in a dark green, cursive script font. A thick, dark green horizontal line is positioned below the text, starting from the left edge of the page and extending under the word "Bendrigg".