

Job Description

Post: Head Chef

Purpose

To challenge educational and social disadvantage in the North.

Duties and Responsibilities

- Live the mission, values and drivers every day.
- Assist group catering management to consistently deliver the highest standard of food offering to students, staff, parents and visitors within pre-agreed budget.
- In conjunction with group catering management, develop a food offering within the trust that promotes and encourages healthy eating habits through innovative, seasonal menu planning.
- Accurately manage portion sizes and food production to minimise wastage within budgetary parameters.
- Be the academy's lead chef, cooking for all services.
- Encourage input from catering team members and customers to develop a seasonally adjusted menu of varied and interesting dishes, incorporating seasonal produce suitable for the age range to which they will be served.
- Produce as many dishes as possible using modern cooking techniques and fresh ingredients, using frozen or pre-prepared food only as a secondary back-up alternative.
- Understand customer needs and requirements, striving to exceed them each day.
- Assist with the training, development and motivation of the kitchen and catering team.
- Promote efficiency, budget awareness and academy values.
- Demonstrate a positive working manner with an enthusiastic, committed and flexible attitude to effective teamwork.
- Ensure food stocks are kept to the appropriate level, raising purchase orders, placing orders with suppliers and processing purchase ledger invoices.
- Ensure deliveries and stock are stored correctly and rotated as per HACCP guidelines, always adhering to manual handling procedures.
- Manage effective communication between the front of house and back-room staff.
- Support the academy with food-related co-curricular activities.
- Engage fully in our trust's professional growth process to fulfil personal potential and be able to participate effectively in the implementation of our academy's strategic big moves.
- Attend meetings / training and carry out administrative tasks and duties as specified on our academy calendar.
- Consistently implement all trust policies and contribute to decision-making and consultation procedures.
- Report any safeguarding concerns immediately to a designated safeguarding lead.
- Carry out any other reasonable duties as requested by the principal.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed annually.