**Walnut Tree Café Manager**

£20/hour, 1 day/8 hours per week. One-year fixed term contract.

Sands End Arts & Community Centre (SEACC), an independent charity (charity no. 1191900), are looking for a highly motivated, enthusiastic and entrepreneurial individual to manage our in-house café, The Walnut Tree Café.

**About the Walnut Tree Café**

The Walnut Tree Café is open 7 days a week and serves food and beverages to the local community. Offering both indoor and outdoor seating on the corner of South Park, it is a popular amenity for local people and is the main hub of SEACC.

**The person we are looking for**

This is an exciting opportunity for someone with excellent people skills and at least two years’ experience of managing a successful food and beverage outlet.

The role is part-time, with flexible working arrangements available, and offers a unique chance to join a dedicated team that are already running a popular café in a wonderful location, with the ambition of increasing café footfall and revenue and embedding a new training and employment programme into the running of the café.

**Main areas of responsibility, including but not limited to:**

-Support current staff to better manage the day-to-day Walnut Tree Café operations, including training for a team of Learning Disabled and non-disabled staff

- Develop a strategy for the overall operational metrics & sales targets of the Walnut Tree Café, with a focus on driving sales and maximising profitability

- Ensure consistency in customer experience, quality, and compliance measures

- Ensure a safe and supportive learning and working environment for all staff and volunteers

- Successfully managing peak trading periods and having a pro-active approach to upscaling rotas and factoring in weather conditions

- The continuous identification of operational best practice through interaction with the company wide team

**The successful applicant will have the following attributes:**

Essential:

* Clear communication skills
* Previous experience of leading a busy food and beverage-based business to high standards
* Track record of creating and delivering training programmes to front-line teams
* Proven experience of managing and developing at least 2 full time staff
* Food Hygiene Level 2

Desirable:

* Located within easy commuting distance of the Centre
* Direct experience of training Learning Disabled adults
* Experience of working within a community centre or community café

**Terms and Conditions:**

£20/hour, 1 day/8 hours per week. One-year fixed term contract.

Statutory pension and sick pay

6.6 weeks of holiday per year, prorated and based on hours worked in previous 52 weeks

Probationary period of 3 months (to include a 1 month formal review)

8 week notice period after confirmation in post

**To apply:**

Please send your CV along with a covering letter demonstrating how your experience meets our ‘Essential’ and ‘Desirable’ person criteria to welcome@seacc.uk and include Cafe Manager in the title of the email

The closing date for applications is 15th July at 10am and late applications will not be accepted. Interviews will take place week commencing 22nd July at Sands End Arts & Community Centre.