



JOB TITLE: Café Assistant

JOB DESCRIPTION

Team Domenica is a Brighton-based charity supporting young people with learning disabilities into paid employment. We create futures for the young people we support, helping them (our candidates) to discover their full potential, to live happy fulfilled lives, and to feel included within the local community. Café Domenica provides in-house work placements to young people with learning disabilities and offers a perfect opportunity for them to learn new skills, build confidence and develop workplace knowledge in readiness for employment.

We are looking for a Café Assistant to work across all our Café Domenica sites to cover shifts Mon-Sat as required. Ideally, you will be a great all-rounder with strong barista, food preparation and customer service skills, however we can offer training were needed. We are looking for confident and friendly individuals with a can-do attitude who are reliable, flexible and committed. Your hospitality experience will help to develop the workplace knowledge of our candidates and cement their training with practical experience.

CONTRACT DETAILS

CONTRACT: Zero hours

SCHEDULE: Monday to Saturday shifts plus holiday cover (daytime only). To be discussed at interview.

SALARY: £11.60 per hour

LINE MANAGER: Head of Hospitality

LINE REPORTS: None

RESPONSIBILITIES AND DUTIES

Café and customers

- Create a welcoming atmosphere for customers and encourage their continued use of the café.
- Prepare food and drinks in accordance with the manager's specifications in a safe, hygienic and timely manner.
- Ensure that the café is clean, well-stocked and well presented at all times.
- Adhere to the daily, weekly and monthly cleaning rota for the kitchen and café and update the Food Safety (SFBB) diary daily.
- Protect the health, safety and wellbeing of all staff and customers.
- Develop positive and direct relationships with all candidates, staff, volunteers and customers.
- Take responsibility for the constant quality of our products.

Candidates

- Be an ambassador for their training and work openly with education staff.
- Keep candidates safe and adhere to Charity's Safeguarding Policy.

- Communicate effectively and have empathy with candidates with a diverse range of learning needs
- Ensure all candidates are treated with equal respect and compassion.
- Make sure candidates adhere to food hygiene standards and perform tasks safely.
- Support candidates to gain independence and confidence across all areas of the café – barista, till, customer service, food prep, baking.

All staff have the duty to:

- Maintain the health and safety of themselves, colleagues and candidates as well as the public and visitors to Team Domenica.
- Prioritise the safeguarding of candidates by following the procedures and principles laid out in our policies and associated legislations.
- Promote equality of opportunity and respect difference and diversity with the Team Domenica community.
- Maintain a professional stance while at work, including being a positive advocate of the work of Team Domenica.
- This list of duties should not be regarded as exclusive or exhaustive as you may be required to undertake other reasonably determined duties and responsibilities.

REQUIREMENTS AND PERSON SPECIFICATION

Essential

- Experience in hospitality/catering and a willingness to transfer knowledge and skills.
- Up to date knowledge and genuine interest/ passion for the coffee business.
- Knowledge and/or experience of working with young people with learning disabilities is preferable, but empathy and understanding are essential.
- Strong communication and interpersonal skills.
- Ability to multitask, be adaptable and swap duties often at short notice.
- Respect to diversity.
- An engaging and friendly personality with a positive can-do attitude.
- Previous experience in hospitality
- Previous experience barista/ catering or Front of House

This role will be based predominantly at Brighton. Depending on their roles, our staff can be required to work on a range of different sites, including our main training centre, enrichment site, training cafés and employer's premises.

BENEFITS

- Company Sick Pay: (post probation) 15 days in any 12-months rolling period for eligible employees.
- Employee Assistance Programme: providing consumer, legal and personal advice. It can also refer you to free professional counselling if needed.
- Workplace Pension Contribution: 3% employer, 5% employee.
- Staff Discounts: 25% discount in our cafes and coffee products.
- Family friendly policies:
 - Maternity leave
 - Paternity leave
 - Adoption leave

- Shared Parental Leave
- Parental Leave, after completing one year of continuous employment and eligible up to the child's 18th birthday
- Time-off to care for dependants

HOW TO APPLY

To apply for this position, please send a copy of your CV and a covering letter to:
hr@teamdomenica.com

WHAT TO EXPECT

Team Domenica is a Brighton-based charity supporting young people with learning disabilities – our candidates – into paid employment. We create futures for the individuals we support, helping them to discover their full potential, live happy fulfilled lives, and feel included within the local community.

Team Domenica is committed to the safeguarding and protection of young people and vulnerable adults. Employment will be subject to the receipt of two satisfactory professional references and enhanced DBS certificate. Safeguarding Training will be given once the successful candidate begins their role.

Team Domenica is dedicated to providing an inclusive working environment that encourages diversity and equal opportunities for all. We are committed to supporting a team that is representative of a variety of backgrounds, perspectives and skills.

As part of our recruitment process, Team Domenica collects, stores and processes personal data relating to job applicants. Shortlisted candidates will be emailed a Team Domenica Application Form to complete and return prior to interview as part of our Safer Recruitment policy.

Please refer to our Safer Recruitment Policy for information regarding all of the steps in our recruitment process and to find out more about how we use and protect the information you provide.