

Vacancy – Catering Manager

Grade SO1 (Points 23-25)

40 weeks per year

Actual Salary per annum – (£32,985-£34815)

Thank you for your interest in working at The Champion School. Our school is at the heart of a unique community, The Champion Community. We are also part of the Diocese of Brentwood, a collaboration of schools across East London and Essex. Our school is thriving in all that we do and our catering team is a prominent department playing a leading role in school-life. We are looking for a suitability motivated and experienced person to lead our catering team to continue this success.

Our Vision:

Developing faithfully in hope and holiness while learning and serving our community through virtuous actions.

Our Virtues:

Through teaching, pastoral support, spiritual development, enrichment and community service students have the opportunities to develop their character through virtuous actions which include being:

Charitable, Courageous, Forgiving, Grateful, Honest, Humble and Resilient

Although there will inevitably be other virtues that we develop, students, staff and governors have identified these plus those within our vision and mission as being unique to our school.

Our Mission:

The Champion School is part of the Catholic Community with a shared mission to make Christ known to all young people. We support families to develop young people that follow in Christ's example. Our students, through loving compassionate action, aim to be agents for social justice in society.

We also believe that student success is driven by the following

- A school of high standards of behaviour.
- Staff wellbeing is prioritised.

- High quality professional development for all staff.
- A supportive and encouraging working environment.
- An ethos founded on love in which we develop students of social justice that serve their community.

Our Catering Team:

The Catering Department play a prominent role in school life. The team are a vital aspect of ensuring high-quality provision for young people. We have two working kitchens one serving sixth form students and the other main school students. We also serve breakfast, break and lunch. This vital provision ensures that all students have access to high-quality food and that our most vulnerable students are able to enjoy meals at lunch. Our team also support whole school functions including INSET days, diocesan events and charitable events. The catering manager role is pivotal within whole school life.

Main purpose of the job and context

The Catering manager is responsible for the effective and efficient delivery of the catering services to the school community and at times the wider community for special events and occasions that require catering and hospitality services.

The school offers a breakfast, break and lunch service on a daily basis. The Catering manager is responsible for the planning and preparation of food services and delivering these in line with food and hygiene standards within available budgets. The Catering Manager will lead a wider team of assistants within the kitchen that support the delivery of services.

The Catering manager will liaise with the Senior Team to understand the needs for specific events throughout the school year.

Further detail of the role can be found in the job description and person specification attached.

Your application:

The Champion School is rigorously committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake an enhanced disclosure via the Disclosure and Barring Service or provide their DBS number and date of birth to allow us to check this on the Update Service.

To apply, please complete the on-line application form by 09:00 on Monday, 11th November 2024 and if you require any additional information, please make contact our Director of

Finance and Resources Justin Barrett either by telephone on the school number 01708 452332 or email him directly on jbarrett@thecampionschool.org.uk

As part of the selection process, we would like you to plan and prepare a meal for either 20 or 40 students. Please add within your application a recipe that you will prepare as part of the selection process. You must include ingredients quantities (for 20 or 40 servings), method and highlight all allergens. Should you be invited to interview the school will purchase the required ingredients for you to use on the day. You will prepare, cook, and serve this meal to a mixed group of students and they will provide feedback which will form part of the selection process. You will have 3 hours from preparation to serving. Please allow time to brief the Catering Team and the Midday Assistants.

This exercise will enable you to demonstrate your skills and abilities as well as an opportunity to interact with the staff team and a mixed age group of students.

Interviews and selection will take place on either the 14th or 15th November with a decision on the preferred candidate made on the afternoon/evening of 15th November.

I hope that this short letter highlights the key information about our school. We are a community with a shared drive to create students that leave us at 18 with the character, knowledge, skills and qualifications that enable them to go on to be positive members of their community. Our alumni stay in touch and support the school, they give back in a number of different ways which exemplifies the love that students and the community have for our wonderful school.

Please do not hesitate to contact us if you require further information and we look forward to receiving your application.

Yours faithfully

A handwritten signature in black ink, appearing to be 'P Larner', written in a cursive style.

P Larner
Headteacher