

JOB DESCRIPTION

Job Title: Head Chef

Responsible to: Home manager

1. You will be responsible for: Planning and providing nutritious meals to older people in a residential and nursing home setting, working to an exceptional standard in line with charity processes, policies and procedures, and follow instruction.

./ In particular, you will need to:

- Lead and direct a small team to provide healthy, balanced meals and beverages that reflect choice and preferences in consultation with residents
- Be aware of people's religious and cultural backgrounds and how this might impact on their dietary requirements
- Be aware of any dietary changes and ensure all meals are labelled correctly
- Develop and work to seasonal menus in consultation with the residents and the home manager
- Work to budgets and monitor kitchen stocks and order supplies, whilst considering cost control
- Ensure high standards of hygiene and cleanliness are maintained at all times
- Carry out good food management, temperature controls and Cooksafe and HACCP documentation
- Mentor new staff and carry out observation of practice, identifying any areas of refresher training or development
- Support the home with any cookery activities for residents

3. To achieve these outcomes you must:

- Work professionally with colleagues and external stakeholders
- Be committed to providing a high-quality service
- Be capable of working to a budget
- Communicate effectively at all times
- Have a full understanding of food hygiene and HACCP requirements
- Work with utmost dignity and respect at all times and be understanding and considerate of people's different needs, choices and wishes, extending this principle to all stakeholders
- Be friendly and helpful at all times and smile when engaging with people
- Demonstrate a 'can-do' attitude at all times. This requires working with compassion and care and demonstrating a willingness to undertake a range of duties, as and when required
- Maintain confidentiality and observe data protection requirements in accordance with legislation and charity policy
- Work flexibly to meet the needs of the service
- Attend staff meetings and training, as and when required
- Respect and work within the charity's Christian ethos

This job description is not exhaustive and some variations may be necessary.

Accepted and agreed by employee:

Name.....