

ROLE PROFILE

#RKLTPeople

Nurturing Ambition, Inspiring Excellence



Red Kite Learning Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Appointments will be subject to an enhanced DBS disclosure. We are an equal opportunities employer which welcomes applications from all sectors of the community. We are committed to promoting diversity and want a workforce which reflects the local population of each of our schools.



www.rklt.co.uk/careers



*Red Kite Learning Trust is committed to supporting work-life balance and recognise the benefits of flexible working. We welcome requests for flexible working arrangements as part of the recruitment process. While flexibility may be possible for many roles, each request will be considered on an individual basis.

Job Title:	Assistant Cook	School:	Harrogate Grammar School
Salary Grade:	Salary Band 6	Working Hours:	32.5 hours per week Term time plus training days
Contract Type:	Permanent	Location:	Harrogate

Responsible to: Catering Manager

Role Summary: This is a hands-on role to work alongside the catering management team producing a fantastic product & service and enhancing team performance.

Special conditions of service:

No smoking policy, including e-cigarettes/vaping. Requirement to work outside of school hours and off school premises, as required by the school.

Role specific responsibilities:

- Role model to colleagues in terms of professionalism, presentation and hard work.
- Effectively support management team providing support, training and advice within the team.
- Ensure quality delivery in a high-volume operation with tight deadlines at break and lunchtimes
- Demonstrate craft skills to team members and encourage creative flair with food. Keeping up to date with food trends.
- Attend and contribute to team meetings where required.
- Encourage a good team ethos and a happy working environment.
- Demonstrate integrity and have a hands-on approach but have the ability to see and react to the big picture and overall business aims.
- Help to produce and cook the food to the highest quality standards, controlling food wastage.
- Willing to work flexibly in terms of working hours to meet the needs of the school.
- Engage positively with the school's CPD programmes and Appraisal systems.
- Engage with networks both within and beyond the school that support continuous improvement.
- Ensure health and safety regulations are strictly observed.
- Ensure that you and the team are working to the school's sustainability goals.



All colleagues, regardless of career stage, will make a positive contribution to the wider life and community of our school, for example through sport, music, hobbies etc.

RK People responsibilities:

- Contribute to the overall [aims and values](#) of our Trust, appreciate and support the roles of other members of the wider team and attend and participate in relevant meetings as required
- Comply with all Trust policies and procedures including child protection, health, safety, welfare, security, confidentiality and data protection etc., reporting any concerns to the appropriate person
- Contribute to ensuring safeguarding procedures are in place and used effectively at all times.

The role holder must demonstrate a flexible approach to the delivery of the role. Consequently, the role holder may be required to perform work not specifically identified in the role profile, but which is in line with the general scope, grade and responsibilities of the role.

Our Trust Mission

Nurturing ambition, delivering excellence and enriching children's lives.

Our Trust Values

Collaboration
We pull together to deliver the best outcomes for every child in every school, working with professional generosity and openness for the common good. We share joy in our achievements - personal and collective.

Integrity
We put ethical leadership and excellent governance at the heart of our Trust, serving our schools and communities with fairness, honesty and transparency and a hunger for social justice.

Respect
We champion equity, equality and diversity. We treat our children, families, staff and partners with respect and kindness - modelling our values and wanting the very best for each other.

Our Trust Goals

We champion learning
Learning together creatively with a rich and broad curriculum, where great teaching and confident reading are fundamental to enriching children's lives.

We promote wellbeing
Ensuring the wellbeing of every child and member of staff in our Trust.

We invest in our people
Supporting every member of staff throughout their career to be the best that they can be.

We innovate with technology
Enabling all learners to harness technology, ensuring all have access at home, and innovating with technology for learning.

We are our Trust
Growing together collaboratively we will strengthen our Trust for the benefit of our children, our staff, our communities and our environment.

PEOPLE PROFILE

Aptitudes and Characteristics	Essential	Desirable
Polite, courteous and friendly towards customers and colleagues	*	
Good organisational skills, high levels of self-motivation and able to take the initiative	*	
Highly effective communication and interpersonal skills	*	
Energy, self-confidence and ability to 'give more' when the occasion demands it	*	
Excellent attention to detail	*	
Good level of numeracy skills	*	



Reliability in all aspects of work and conduct	*	
Ability to relate well to children and adults	*	
Ability to work under pressure and to meet deadlines	*	
Capacity to evaluate and improve.	*	
Able to follow instructions, i.e. menus, recipes, allergies, guidelines, Codes of Practice	*	
Able to use general catering equipment, safely and correctly	*	
Able to adhere to the required personal hygiene standards	*	
Flexible approach to working out-of-hours on occasion including evenings and occasional weekends	*	
Qualifications, Knowledge and Experience	Essential	Desirable
Food safety qualification and thorough knowledge of all aspects of Food Safety	*	
Knowledge of Health and Safety regulations and Food Based Standards	*	
Awareness of nutritional standard applying of schools and the importance of providing healthy food to young people.	*	
Willing and able to undertake further training	*	
Capable of moderate physical activity, i.e. lifting saucepans, standing for long periods of time	*	
Successful experience of raising standards	*	
Experience dealing/communicating with different stakeholders	*	
Experience of working at a high volume, quality eatery	*	
Experience of leading, motivating and managing others within a kitchen	*	
High degree of catering craft skills	*	
Safeguarding and Promoting the Welfare of Students	Essential	Desirable
An appropriate motivation to work with children and young people	*	
Ability to maintain appropriate relationships and personal boundaries with children and young people	*	
Emotional resilience in working with challenging behaviours and appropriate attitudes to the use of authority and maintaining discipline	*	

