

	Job Title	Café Shift Worker
	Location	St Michael's Church, Broad St, Bath, BA1 5LP
	Reporting to	Cafe Manager
	Hours per week	As agreed
	Pay	£10.50/hour

Our vision for the work:

St Michael's is in the heart of the City of Bath and is a place where there has been an active Christian presence for almost 900 years. It remains significant for tourists and visitors, but also as a gathering space for local people. Our vision is to provide a place of worship and community that offers welcome and hospitality to all who enter. The Café, and the events we host, are an integral part of that vision, enabling the building to be open most days, providing opportunity to relax, talk or seek quietness, find refreshment and enjoy high quality exhibitions, events and concerts.

Overall purpose of the job:

To work in the daily operation of St Michael's Café, ensuring the high quality provision and service, working within a collaborative team to deliver a smooth and efficient hospitality offering.

Personal profile:

You are enthusiastic and dedicated and have demonstrated an ability to work independently and flexibly, occasionally in challenging circumstances. You are organised, with good communication skills necessary to work well within our team. You must be sympathetic to Christian aims and ethos.

Work pattern:

Working hours will be agreed with flexibility across the week. The café is normally open 6 days a week, Monday to Saturday. As a venue we host events and concerts throughout the year. An opportunity to work additional paid hours in the evening exists when events staff are required.

Key areas of responsibility and principal tasks:

Working as a member of the café staff team in routine café operations. This will include:

- Excellent service delivery for the food and drinks provision of the café, ensuring a quality and professional offer.
- Ensuring the café area, equipment, and public toilet are maintained to the highest level of cleanliness.
- Ensuring cleaning tasks are undertaken thoroughly and that records are maintained in accordance with current legislation.
- Highlighting stock deficiency to the Cafe Manager.

- Reporting incidents and accidents occurring within the café or to customers in the Café Log book H&S and First Aid Incident books
- Reporting damage or to café equipment to the Cafe Manager
- When delegated ensuring daily takings are correctly accounted for and maintaining the change float.

Employment Status & remuneration:

Subject to agreement this post will be offered with Terms of Employment on a casual (also known as zero hours) basis. Nevertheless, the intention will be to offer routine and predictable patterns of working with occasional changes due to unforeseen circumstances. The hourly pay rate will be enhanced by 12% in respect of holiday pay casual contracts.

Security:

There is a corporate and collaborative responsibility for the security of the building.

Appointment:

This is an appointment of the PCC (Parochial Church Council), which is the trustee body of St Michael's Without and which has ultimate responsibility for the Café and its staff. The Café Manager or Rector is the day to day point of contact.