



**skate park / café / art space**

**STAFF Opportunity - Kitchen Staff / Chef**  
**Seasonal contract until April 2020 with potential to extend**  
**16 hours minimum per week / £10 per hour.**

**About Spit & Sawdust**

Spit & Sawdust is a multi-aspect community space in Cardiff, which opened in April 2014, with a skate park, café and art programme.

Our cafe mainly serves homemade burgers, chips, sides and breakfast items, as well as homemade cakes, coffees, teas and shakes. We use local suppliers and make everything in-house. Our cafe serves the users of the skatepark as well as customers who just come to eat here. We also do a number of offsite food stalls and events, as well as private catering work, which can be serving our regular menu or a range of other dishes such as salads, pastries and stews. In Spring/Summer 2020 we will be opening a new cafe bar in Cardiff city centre.

As well as our cafe Spit & Sawdust houses an indoor skate park with a street-based design. During the week adult skateboarders come in the evenings, whilst at weekends we see more younger users of the park and families. Throughout the space we support a programme of art events, performances, screenings, exhibitions and residencies giving creative practitioners from all art forms a platform to experiment and present their work. We also host events and private parties, and run community projects in partnership with other organisations.

We're a not-for-profit social enterprise and a Company Limited by Guarantee. This means all our surplus is put back into the organisation to make the space better.

**Main duties of the role**

We are a very small team at Spit & Sawdust. Currently Becca, Christian, Nia and Thom run the organisation, splitting the kitchen, cafe, skatepark and administration shifts between them, alongside Stewart, a part-time member of staff, who teaches skateboarding and works on Saturdays. We also have some regular volunteers, casual staff and freelancers who help out from time to time or work on specific duties such as the art programme.

This opportunity is for someone to join the kitchen team alongside Nia and Thom - baking, preparing food for the café and events or catering jobs, cooking to order as well as cleaning duties, ordering and stock control and kitchen related paperwork and responsibilities.

### Main duties of the role include:

- Completing all aspects of food preparation such as cutting chips, baking cakes, making sauces and pickles, making meat and veggie burgers, preparing food for any catering work we are doing and any other prep in-line with the current menu;
- Cooking and serving food orders;
- Washing up and generally keeping the kitchen clean and tidy;
- Cleaning - This includes daily tidying and cleaning of the space and equipment in the kitchen and storeroom, weekly additional cleaning and maintenance tasks and monthly deep cleans in the kitchen and food storage areas;
- Completing admin duties in relation to your role such as stock taking, ordering and pricing menu items;
- Undertaking health and safety daily and weekly tasks such as logging fridge temperatures, testing equipment, monthly kitchen logs, checking and maintaining allergy information and other duties in line with FSA guidelines;
- Menu development, recipe testing, researching new suppliers and generally inputting into the development of the café and organisation;
- Occasionally helping on the counter when needed, making coffees and drinks, taking payments and orders or waiting on tables if it's busy;
- Undertake First Aider duties when required and once training course is completed;
- Alongside the other staff on shift open up, close down and lock up making sure all security procedures are performed, and the alarms are set etc.

### **Person Specification**

We try to make Spit & Sawdust a friendly, happy place to work. The above is part of what the staff on shift have to get done every day to make Spit & Sawdust run smoothly, but there is plenty of opportunity to bring your knowledge, experience and interests to the role and input into Spit & Sawdust's development, events and projects.

Training and support needed will be given to the right candidate.

### Essential Criteria

Most importantly we are looking for people who:

- have a keen interest in food and cooking and demonstrable experience of working in café or restaurant kitchens;
- are enthusiastic and interested in being part of this type of multi-aspect community space and shares our values and ethos;
- understand that the day-to-day role can sometimes just mean lots of cleaning, but can see past that and are up for being part of a team who work to create a welcoming, friendly and creative space for people to spend time in;
- Are responsible, mature and reliable;
- show initiative and work in a proactive and conscientious manner.

### Additional, desirable but not essential criteria

- first aid qualification.
- Welsh speaker.
- Have experience of customer facing roles.
- An interest in art and skateboarding.
- Can be flexible in terms of the hours they work and take on additional shifts when needed

## **Details**

### Hours of work

Hours will be a minimum of 16 per week. This will be a combination of 4, 6 and 10 hour shifts. At least one shift each week will be at the weekend and the rest in the evenings.

Our current opening times are Wed - Fri 5pm to 10pm (from 12pm in School Holidays), Sat - Sun 10am-7pm, but may change during busy periods. You must be willing to work weekends and evenings in line with our opening times, there may be daytime work available during school holidays and additional hours to cover annual leave, events and other projects.

We are looking for people who are flexible, but also expect people who are interested in working 16 hours a week to have other commitments, hobbies and jobs in their lives and understand we will also need to be flexible and accommodating of those.

There is potential for the hours to increase for the right candidate in the future. Currently we don't have the capacity to take on all catering and development work we would like to. We hope this position will enable us to do more of this, and in turn create more hours for staff if desired.

### Pay, Annual Leave and Pension

Pay will be £10 per hour, paid every month in arrears.

Sickness, maternity, paternity and adoption pay will be statutory.

You will be entitled to paid annual leave of 28 days pro rata.

You will be enrolled into a workplace pension scheme if you are eligible.

### Additional benefits

You will also get free entry to the skate park (for yourself or a designated family member), staff food whilst on longer shifts and 25% staff discount in the café when not on shift.

## **Application process**

**DEADLINE: 9am Friday 1st November 2019.**

**Interviews will be held on Wednesday 13th November.**

START DATE: Asap following appointment.

To apply, please return a covering letter stating why you are interested in the position, how your previous experience and interests fit role and person specification (no more than 2 sides A4), how this job will fit alongside your other commitments or jobs, along with a CV and two people we can contact for a reference. Applications should be sent to [hello@spitandsawdust.co.uk](mailto:hello@spitandsawdust.co.uk).

Applicants shortlisted for interview will be notified on Thursday 7<sup>th</sup> November.

If you have any questions regarding the job or the application process please contact us on

[hello@spitandsawdust.co.uk](mailto:hello@spitandsawdust.co.uk).

Appointment will be subject to positive references and DBS check.