



Job Description/Role Profile: Café Chef
 Full Time, Permanent
£22,950 per annum

Urban Green Newcastle (UGN) is a pioneering charity set up in 2019 to look after the city's parks and allotments. Our vision is for more people to enjoy and benefit from the beautiful open spaces in the city, and to ensure they are safe, welcoming and provide a great environment for wildlife and people which is valued by all. With support from core partners, Newcastle City Council, the National Trust and the National Lottery Heritage Fund, we are working to ensure a sustainable future for the 33 parks and over 60 allotments in our care.

The Café Chef is an important role within the Urban Green Cafes team, offering a unique opportunity for an experienced chef to shape the food offer across all site. You will be instrumental in delivering an offer which is profitable, in line with consumer trends, and reflects the café brand and values. Maintaining high standards of food safety is essential to us and you will therefore lead on embedding a culture where this is integral to how the kitchen operates.

What you will deliver.

High Quality Food : Establish and maintain high food standards and practice at the cafe, ensuring excellent and consistent presentation.

Great community engagement: Inspire greater use and enjoyment of the UGN cafe by providing a food offer which reflects sales trends and customer feedback.

Environmental innovation: Ensure that sustainability is considered at every stage of the food preparation process, with environmentally friendly and ethical choices made where possible.

Health & Safety: You will take a proactive approach to health and safety to ensure the highest standard of food safety. Working closely with the front of house team to comply with relevant health and safety requirements. Carry out regular inspections of equipment, monitoring their condition and use by team members and input into the programme of repairs, maintenance and development.

Great Visitor Experience: You will be an ambassador for UGN, actively promoting the work of the organisation.

Our values

Green/Sustainable: We are creating a green, sustainable future for the places in our care, encouraging both people and nature to thrive.

Innovative: We are leading creative ways to secure the future of public green space in the city. We are bold in our ambitions and not afraid to adapt and experiment.

Collaborative/inclusive: We are passionate about creating safe, welcoming and accessible places for everyone to enjoy. We act responsibly and take accountability for our decisions, balancing different needs in an open and fair way.

Scale & scope of the role

Reports to: Cafe Business Manager

Budgets: You will be committed to achieving value for money with suppliers and spending prudently on ingredients and small kitchen equipment over the year as agreed within the annual budgets.

Supervisory: You will be responsible for supervising chefs, and any volunteers, interns and assistant staff that spend time assisting in the kitchen as necessary. Key holding responsibility including the opening and closing of the cafe following cafe procedures will be your responsibility on days where no manager is present to ensure smooth running of the cafe.

Scope: You will work as part of a multidisciplinary team ensuring that sites are safe, attractive and welcoming for customers. This is a 7-day a week operation, so you will be working flexibly as part of a 5 days out of 7 rota, with the ability to work evenings, weekends and bank holidays as required.

Delivery: Working in a fast paced environment where no two days are the same requires self-reliance, the ability to problem solve and make decisions with minimum supervision. The post holder will be required to balance day-to-day administrative tasks along side hands on practical tasks and will be expected to prioritise work to deliver against agreed timescales and quality. An excellent team player you will develop great relationships and create a collaborative place for you and your colleagues.

Partnerships: You will work openly and collaboratively with a wide range of partners including; local suppliers and corporate clients.

Knowledge, skills and experience needed

A keen interest in cooking underpinned by recognised qualifications e.g. BTECND in food & preparation, or equivalent level of vocational experience in hospitality settings.

Practical cooking experience in restaurants or Cafes.

Pass in English and Maths GCSE.

Excellent written and verbal communication skills, able to engage confidently with diverse groups of people.

Competent IT user able to effectively use common software packages (e.g., Microsoft Office and food labelling systems).

Competency with kitchen machinery and equipment, to undertake practical food preparation work.

Commitment to Health and Safety compliance and safe working practices, you will be able to demonstrate knowledge and understanding of how to keep yourself and others safe while working in a kitchen.

Awareness of environmentally friendly and alternative techniques.

Understanding and appreciation of the power of communication.

Excellent people skills, creating a warm welcome and developing strong relationships both internally and externally.