

Job Description

Job Title:	Head Chef	Department:	Trading/FOH
Responsible To:	Trading Manager, Head of Operations	Salary:	£30,000 - £34,000 Per Annum for right candidate
Location:	Pitlochry festival theatre	Position Type:	Full time 35 hours annualised contract
Working Hours:	Involves weekend work		
Key Relationships	The post reports to the Trading Manager along with the Head of Operations. The post holder will work closely with all members of the customer experience team to ensure a consistently high quality, food experience for all our visitors to Pitlochry Festival theatre.		
Context	<p>Pitlochry Festival Theatre has been providing a unique cultural experience for over 70 years, appealing to national and international audiences and visitors. We are Scotland's leading producer of musical theatre, a champion of ensemble practice and the country's only rurally located, major arts organisation.</p> <p>Our home is a glorious eleven-acre campus that includes the Explorers Garden. More than a place to come and see a show, we offer great theatre and art for all in an inspiring, creative atmosphere.</p> <p>Pitlochry Festival Theatre's campus now comprises a 538 seat Main Auditorium, a 172 seat Studio theatre as well as our Amphitheatre and Bandstand located in the theatre grounds.</p>		
Purpose and Key Accountabilities	<ol style="list-style-type: none"> 1. Ensure all health and safety standards are met in the Kitchen. 2. Ensure all food safety and hygiene standards are met in the Kitchen. 3. Responsible for the day to day running of the Kitchen. 4. In-charge of the workflow and operations in the kitchen including food preparation and delegation of tasks to prep cooks and other kitchen staff. 5. To work closely with the Trading Manager and Supervisor to achieve consistent food offering. 6. Managing working closely with other Chefs of all levels. 7. To work closely with suppliers to ensure best produce and price is delivered. 8. Determining food inventory needs, stocking and ordering. 9. Create menu items, recipes and develop dishes. (Menu plans, descriptions, costing.) 10. Ensure consistency of food quality. 11. Regularly carry out stock take of food items. 12. To co-ordinate and manage all office procedures as required, including updating of records, preparation of rotas, ordering of goods or supplies. 		



Key Tasks:

Kitchen	Make sure the kitchen is kept neat and tidy at all times.
	All health and safety regulations are followed and enforced.
	Stocks are managed correctly, and food waste kept to a minimum.
	Food safety standards are followed and enforced.
Customer experience	To provide fresh, good tasting, consistently high quality of food and baked goods, thus enhancing the food offering and customer experience.
	Working with the Trading manager, supervisor and events team to deliver and all round, high quality hospitality offering, positively influencing the customer experience.
	Work with the Trading manager and supervisor to create new and tasty treats for our customers.
Compliance	Making sure that all compliance standards are met in the Kitchen.
	Making sure all food compliance standards are met through out the hospitality department
Environmental	To support the Executive Director, as Chief Executive of the organisation, and the nominated Green Champion in meeting organisational aims and ambitions for its environmental impacts.
Health and Safety	To support the Executive Director, as Chief Executive of the organisation, in their legislative duties under the Health and Safety at Work etc. Act 1974.
	Attend training as required to update knowledge and skills, and to be able to comply with relevant statutory requirements to a high standard.
Other	To champion and promote organisational values and behaviours and act as an ambassador for the Theatre.
	To always act in the best interests of the Theatre and in line with all company policies.
	Any other duties or projects required by the Executive Director or Board of Trustees to ensure the general smooth and efficient operation of the buildings and organisation.
	Assist the Department with work experience placements, offering work shadow opportunities, training and mentoring as required.
	Actively promote staff welfare, development and training opportunities throughout the Theatre.



Pitlochry Festival Theatre | +44 (0)1796 484626
 Registered Office: Port-Na-Craig, Pitlochry PH16 5DR
 Company Limited by Guarantee: Registered in Scotland SC029243
 Regulated by the Scottish Charity Regulator (OSCR) SC013055



Person Specification

Our purpose and our values

We exist to improve lives by sharing Pitlochry with the world and the world with Pitlochry.

We do this:

- By creating theatre that excites, engages, and challenges.
- By inspiring imaginations, senses of adventure, and new levels of understanding that change worlds.
- By nurturing environments to encourage wellbeing, growth, connection, and a sense of belonging.
- By exploring new ways of seeing and collaborating.

In everything we do we are creative and respectful and in every situation we are collaborative and empowering.

Personal behaviours and style

We are looking for people who share our core values and can demonstrate their commitment to:

- Commitment to Excellence
- Teamwork
- Creativity
- Inspirational sense of belonging
- A nurturing environment

The successful candidate will need to be able to demonstrate the following skills, experience and attributes in both the written application and the interview process:

Requirements	Essential	Desirable	Assessment Method
Qualifications and Knowledge	Level 3 food safety		
	NVQ level 3		
	Degree in culinary arts		
	COSHH and chemical safety		
Skills and Abilities	Minimum 2 years experience		
	Awareness of manual handling techniques		



Requirements	Essential	Desirable	Assessment Method
Personal qualities	An affinity for the purpose and work of the Theatre and a passion to play a key role in shaping and achieving the Theatre's success	An understanding of the Theatre's role within its wider communities	Application / Interview
	Someone who is excited by the challenge of expanding a fundraising function in a successful institution	Passion for the arts	Application / Interview



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