

## Job Description

<b>Job Title:</b>	Kitchen porter	<b>Department:</b>	Trading /FOH
<b>Responsible To:</b>	Head Chef, Trading manager, Head of Operations	<b>Salary:</b>	£ 12 per hour
<b>Location:</b>	Pitlochry Festival Theatre	<b>Position Type:</b>	Zero hour contract
<b>Working Hours:</b>	Involves weekend work		
<b>Key Relationships</b>	The post reports to the Head Chef, 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.		
<b>Context</b>	<p>For over 70 years, we've been Highland Perthshire's artistic heart and soul, sitting on the edge of the River Tummel and looking out to Ben-y-Vrackie. Established in 1951 as Scotland's Theatre in the Hills, Pitlochry Festival Theatre offers a theatrical experience unique in the UK - a summer season performed in repertory, allowing audiences to enjoy six different productions in six days, all performed by a resident company of actors. Now attracting over 100,000 visitors each year, we're not just a venue - we're also famous for producing large-scale plays and musicals that delight theatregoers of all ages.</p> <p>As part of our mission to create, nurture and inspire, we encourage interactive creativity through our programme of festivals, workshops and other events for young people, families, writers, and professional creatives.</p> <p>We are also transforming our physical space with our bold and ambitious VISION 2021 capital development. Including a 172 seat Studio theatre and a reconfigured Front of House, as well as the reinstatement of our stunning outdoor performance spaces, our Theatre Campus will enable us to improve lives by sharing Pitlochry with the world and the world with Pitlochry.</p>		
<b>Purpose and Key Accountabilities</b>	<ol style="list-style-type: none"> <li>1. Collaborate with the Head Chef to direct food preparation.</li> <li>2. Help create the Food and Drink menu promoting local produce</li> <li>3. Washing pots, pans, cutlery, crockery and kitchen utensils etc.</li> <li>4. Assist chefs with essential preparation work.</li> </ol>		



## Key Tasks:

<b>Stock Rotation</b>	Helping with deliveries and re-stock.
	Assists with stock rotation.
<b>Food preparation</b>	To assist the chefs with essential food preparation as required, including peeling and chopping vegetables.
<b>Communication</b>	Be able to follow directions provided by Head Chef.
	Uphold effective communication with the kitchen team, fostering a positive and collaborative working environment.
	Assist the other chefs to ensure all duties carried out successfully.
<b>Environmental</b>	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.
<b>Health and Safety</b>	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.
<b>Other</b>	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.

## Person Specification



## Our purpose and our values



**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



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
<b>Qualifications and Knowledge</b>	Level 1 food safety		
<b>Skills and Abilities</b>	Awareness of manual handling technique		



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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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