#### COOK

#### The Outward Bound Trust, Loch Eil Centre

**Contract:** Permanent contract. 40 hours a week, worked over 5 days, typically Monday – Friday.

**Salary:** £26,208, plus benefits. £12.60 per hour.

**The Outward Bound Trust**

The Outward Bound Trust partners with schools, colleges, employers and youth groups to teach young people the most important lesson they could ever learn: to believe in themselves. We provide opportunities for young people to seize the moment and empower them to discover and embrace their unique strengths through the power of adventure.

Our Loch Eil Centre is based in the Scottish Highlands and is one of six residential centres in the UK. Loch Eil can accommodate up to 120 young people at any one time. The Loch Eil Centre is ideally located to access the wider adventures on offer in the “Outdoor Capital of the UK” and beyond. Our Hospitality team take on the responsibility for providing a quality residential experience for a young person’s journey with us, ensuring they are well fed and looked after in our refurbished residential centre. The centre has approximately 6,000 residential guests per year.

Courses delivered at the centre vary in length from short weekend courses to three week summer courses. Participants vary in age from 9 to 22 years of age. All our centres are busy and are open for all but a few weeks of the year.

#### The Job (in a nutshell)

The hospitality department is a valuable component in ensuring a quality visitor experience is provided at the Loch Eil centre.

The catering provision supports our residential courses, operational and hospitality needs. This role reports to the Lead Chef.

At our Loch Eil centre we are very proud of the food we serve to our clients. Our focus is all about producing fresh, homemade, wholesome meals using local produce. The Cook will support and assist with the day to day food service operation ensuring an excellent catering provision is provided.

#### Responsibilities

* Responsible for the preparation, production and service of food and beverages
* Follow all cleanliness/hygiene, processes, and procedures of the kitchen in line with the Food Safety Policy
* Safely operate all equipment
* Comply with health and safety, security, and emergency procedures
* Provide a high standard of customer care
* Be a co-operative team member with colleagues, line managers and customers
* Work towards achieving The Trust’s environmental objectives
* Work towards achieving The Trust’s strategic plan

#### What We are Looking For / Your Attributes

* You’ll need to enjoy working as part of a team and have an approachable mindset
* Be passionate about food
* Have a friendly ‘can do’ attitude and contribute to a positive work environment
* Be energetic, with a level of fitness to be able to manage the physical demands of the job and site
* Be reliable and have good timekeeping
* Have good attention to detail
* Have an excellent approach to customer care
* Have a high level of personal hygiene and presentation
* Be happy to work unsupervised and to take instructions from more experienced staff / team
* Ability to relate to and communicate with all types of people
* Able to solve problems and show proactive behaviour
* Have good organisational skills.
* Be able to work in a busy environment
* Care for and believe in the value of developing young people

#### Your skills / qualifications

Essential and desirable skills, knowledge and experience requirements are:

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| Have previous Cook/Chef experience | Essential |
| Food preparation & cooking qualification | Desirable |
| Full working knowledge of dietary and allergy requirements | Essential |
| Demonstrate experience of working effectively in a kitchen team with minimal supervision.  | Essential |
| Working knowledge of Health & Safety / Food Safety regulations, procedures and working practices (COSSH, Risk Assessment, Manual Handling, Accident Reporting, HACCP, etc) | Essential |
| Intermediate Food Hygiene Certificate or equivalent | Desirable |
| Have previous experience in dealing with customers and demonstrate excellent customer care skills, solving any problems in a proactive, positive way. | Desirable |
| Current First Aid Certificate | Desirable |

**Benefits**

* Annual Leave of 24 days increasing by one day each year to a maximum of 30 days, plus bank holidays
* Life Assurance: 3 x salary, covered from start date; includes Employee Assistance helpline
* Long-term Disability Insurance: 2/3 salary less state incapacity benefit after 6 months’ absence for up to 5 years, covered from start date
* Personal Accident Insurance while at work or commuting
* Employee assistance programme Unum: In the form of an app, with easy access to medical and mental health support. Ranging from instant GPs appointments to physio or counselling services
* Healthcare plan: cash plan currently with Medicash: taxable benefit
* Sick pay: 8 weeks at full salary in any 12 month period
* Pension Scheme (currently Standard Life): Auto-enrolment of all staff
* Berghaus uniform items provided.  Also, opportunity to purchase Berghaus products at discount
* Discounted course fees for family members to attend Outward Bound Trust courses (after 12 months service)
* Cycle to work scheme.

**Other**

The post holder will also be required to undertake a PVG disclosure check, via Disclosure Scotland which Outward Bound will administrate.

There is a 3- month probationary period from the employee’s start date.