



Position: Catering Manager

Salary: Band G SCP 19

Hours: Permanent/Term Time Only/Mon-Fri/34 hours per week

Location: Townfield Primary School

Townfield Primary School is looking for a passionate and dedicated **Catering Manager** to lead our school kitchen and provide a first-class service to our students. If you have excellent culinary skills and a commitment to nurturing children through healthy, exciting food, we want to hear from you.

The Role

As the Catering Manager, you will manage and control all catering services according to school specifications. You will lead and motivate a team of catering staff to deliver high-quality, pupil-focused meals while maintaining strict budgetary and safety standards.

Key Responsibilities include:

- **Culinary Excellence:** Ensuring prompt preparation of all meals, breaks, and hospitality requirements using high-standard "scratch cooking".
- **Menu Innovation:** Planning balanced, multi-choice menus that meet nutritional standards and cater to diverse dietary and cultural needs.
- **Team Leadership:** Managing, recruiting, and training the catering team, including conducting performance management and organising staff cover.
- **Operational Control:** Managing raw materials, portion control, and all administrative returns (weekly and monthly) accurately and on time.
- **Service Growth:** Organising theme days and promotions to actively encourage pupils to use the service and grow catering sales.
- **Safety & Standards:** Maintaining legal and school standards for health, safety, and hygiene, including the daily use of "Safer Food Better Business" (SFBB).

About You

To be successful in this role, you will need:

- **Qualifications:** NVQ Level 3 (or equivalent) and a Food Safety/Hygiene Certificate Level 3.
- **Experience:** A background in education, B&I, or high-street catering, with experience managing a team of at least four people.
- **Skills:** Excellent craft skills, basic IT proficiency (Word, Excel, PowerPoint), and strong interpersonal skills to communicate effectively with students, staff, and parents.
- **Attributes:** A **strong and decisive leader** who can take full ownership of the kitchen team. You must be able to manage staff with a friendly yet consistent and supportive approach, ensuring high standards are met. You will need the resilience to work under pressure and the professional authority to lead your team through busy production deadlines.

To apply, please complete the Rainbow Education Multi-Academy Trust application form and equal opportunities form and return via email to vacancies@remat.org.uk.

Safeguarding Statement

Townfield Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be required to undergo an enhanced DBS check and provide satisfactory references prior to appointment. We are an equal opportunities employer.

Closing Date: 23rd January

Interview Date: 29th January