

# NEWHAVEN CHURCH

## Church of Scotland

Committed to serving Christ, each other and the community

### CAFÉ MANAGER

#### Vacancy

<b>Job description</b>	Managing all aspects of Newhaven Connections Café including: <ul style="list-style-type: none"><li>• the day to day running of the Café, including cooking, cleaning, managing the menu and supplies and having responsibility for cash management.</li><li>• recruiting and training of volunteers and supervision of volunteers and Café Assistant (employed)</li><li>• ensuring that the Café operates within the parameters set by Newhaven Church and reporting to the Kirk Session periodically.</li></ul>
<b>Experience and Qualifications</b>	It is expected that the successful candidate will have had relevant experience working in a café or restaurant in a senior role and will hold a current Elementary Food Hygiene Certificate or equivalent.
<b>Hours of Work</b>	24 hours per week comprising 9am to 5pm on each of the Café opening days of Tuesday, Wednesday and Thursday.
<b>Remuneration</b>	£11 per hour.
<b>Other Comments</b>	<p>Newhaven Church is a vibrant local church with a mission statement to “serve Christ, each other and the community”. The Café is a central part of the Church’s mission to serve the community. There is an Occupational Requirement in terms of the Equality Act (part 1, schedule 9) for the holder of the post to have an active Christian faith as the Café Manager may require to act in a pastoral capacity towards customers and volunteers and to promote the life of the Church as the fragrance of Christ in the community. The Café Manager need not be a member of the Church of Scotland but should be able to work within its structures.</p> <p>As a condition of taking up employment, the successful applicant will require to go through the PVG disclosure process and receive the appropriate Disclosure certificate.</p>

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<b>Applications</b>	Please apply before the closing date of 30th June 2018 with CV showing relevant experience and two references to John Hodge 5 Wardie Avenue Edinburgh EH5 2AB Tel 0131 552 4339 <a href="mailto:newhavensessionclerk@btinternet.com">newhavensessionclerk@btinternet.com</a>
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