

## Role Description – The Barns Café Saturday Team Member

Christ Church is a lively and growing Anglican church in north Abingdon, Oxfordshire. Part of the church's ministry to the community is a thriving café business which has run profitably for a number of years.

The vision of the Café is to be:

*a welcoming place that is a pleasure to come to,  
which demonstrates the love and values of Jesus,  
and which succeeds as a business.*

We are recruiting a paid team member to join the café team on Saturdays, working alongside other paid staff and volunteers. The role involves preparing and serving hot and cold drinks and food items; taking orders and payments from customers; and clearing, cleaning and washing up duties. You would be expected to work in all areas of the cafe as required by the manager, assistant manager, or shift supervisor. You will need to be in sympathy with the aims of the café, which are to:

1. Be the best hosts we can be.
2. Aim for excellence.
3. Provide a place of sanctuary.
4. Show kindness.
5. Act as one.

As a paid Saturday Team Member, you will be supervised and trained by the manager, assistant manager or shift supervisor, undertaking the following activities:

- 1) Looking after customers - welcome customers to the café, get them anything they need, and try to look for things that would help customers such as opening doors, rearranging chairs and opening windows.
- 2) Serving food and drink – check where orders need taking to and what should be on the tray. Ensure that customers get what they have ordered, preventing or fixing mistakes as early as possible. You may need to get things from the storeroom, or buy things from Co-op.
- 3) Clearing away – for the café to be a welcoming place that is a pleasure to come to, it's important that the tables are kept clear, and the space looks inviting.
- 4) Washing up – clear crockery, cutlery and other items, recycling rubbish or food waste where possible. Load and unload the dishwasher, making sure crockery and cutlery is clean, dry and ready to be used again.
- 5) Till – Welcome and look after customers, taking orders and payment for food and drinks. It is important to handle cash and card payments carefully, following procedures so that we prevent mistakes being made and maintain good levels of financial security and accountability. Take time to smile at customers, have a chat with them, and build relationships.
- 6) Coffee – We aim for excellence by creating the best drinks that we possibly can for our customers. We want to make sure that all of our drinks are consistent and delicious, and so we have specific ways of doing things.
- 7) Food preparation and food safety – We are proud to have a food safety rating of five stars. We maintain this by making sure everyone who prepares our food has been trained in food safety, and the consistency of the menu is maintained by training in food preparation.