

Head Chef

Job Description

Reports to:	Food & Beverage (F&B) Manager
Line management responsibilities:	Sous Chef, Chef de Partie and Kitchen Assistants
Salary:	£37,000 - £45,000 depending on experience
Hours of work:	Average of 40 hours per week, with more hours in the summer (up to 50) and fewer in the winter. Work will mainly be Sunday to Friday during the day, with occasional Saturdays or evening shifts as required.
Contract type:	Permanent
Notice period:	Two months
Holiday:	28 days (including bank holidays)
Usual place of work:	St Michael's Mount, Marazion

The role

Working with the F&B Manager, to design, plan and deliver the menus for all food & beverage outlets with creative energy and a resourceful approach to local sourcing. Implementing food safety and allergen protocols to the highest standards with honest, transparent practices. Managing and leading teams of people with consideration and respect. Costing and financial management including responsible wastage reduction.

Knowledge, experience & general attributes

- Sustained and successful career at Second / Sous chef level (as a minimum)
- Experience of managing high volume production with energy and efficiency
- Excellent planning and organisational skills
- Experience in implementing food safety compliance with honesty and integrity
- Experience of working responsibly to budgets
- Ability to inspire and motivate staff with consideration and respect
- Confident people skills
- High visual standards, personal sense of style, creative flair
- Awareness of current market trends in Catering
- Ability to work in harmony with the FOH teams
- Understanding of the visiting demographic for menu planning
- Level 2 Food Safety & Hygiene qualification (Level 3 preferred) or willingness to obtain
- First Aid certification or willingness to obtain
- Experience with dietary requirements (vegan, vegetarian, gluten-free, allergen management)
- Commitment to sustainability and local sourcing where possible
- Competent with digital systems (ordering platforms, stock management software)

Specific tasks associated with this role:

- Design and seasonally update the food offer for the Harbour Loft, Island Café and pop-ups in consultation with the F&B Manager, creating menus that appeal to our multicultural demographic across all service styles from Grab and Go to Afternoon Tea (including pastries and desserts)
- Cost each menu item effectively
- Work to achieve the gross profit percentage set by the F&B Manager and senior team
- Manage the production of all food for the Harbour Loft, Island Café and pop-ups, ensuring the best possible quality of ingredients within agreed budgets

- Source suppliers and equipment within agreed budgets with a resourceful approach, prioritising local and sustainable Cornwall-based suppliers where possible
- Prepare food for events as requested, including private functions, weddings, and special events held on St Michael's Mount
- Create and manage kitchen rotas with consideration for team wellbeing and operational needs
- Supervise, motivate and train the kitchen teams to prepare food efficiently to the highest standards
- Assist with interview processes and onboarding where necessary
- Ensure full compliance with Food Safety and allergen control processes with complete honesty and transparency
- Maintain high standards of cleanliness and tidiness in kitchens and storerooms, managing Safer Food, Better Business and all food safety paperwork responsibly
- Maintain allergen matrices and ensure full compliance with PPDS labelling requirements (Natasha's Law)
- Maintain nutritional information documentation for menu items as required
- Manage stock including ordering, correct rotation in line with Food Hygiene regulations, stock takes and processing deliveries
- Arrange maintenance and inspections for equipment
- Implement and monitor food waste reduction strategies and maintain sustainability targets with resourceful solutions

Customer Service

Lead by example to make sure the kitchen teams wear the appropriate uniform, always maintain a smart appearance, are friendly and helpful at all times and are able to answer questions about activities on the Mount with honest, considerate engagement.

Health & Safety

- Be fully up to date with procedures for food hygiene and allergy awareness and other dietary requirements, taking ownership of compliance
- Create and review Standard Operating Procedures (SOPs) and risk assessments and ensure all staff are trained to work to these, through honest communication
- Ensure staff are familiar with food safety, emergency and first aid procedures
- Ensure compliance with fire safety procedures and regular fire safety training for all kitchen staff
- Maintain COSHH (Control of Substances Hazardous to Health) compliance including proper storage and handling of cleaning chemicals
- Ensure manual handling training is provided and safe lifting practices are followed at all times with consideration for team safety

The Head Chef will be expected to:

- Model the behavioural values of St Aubyn Estates at all times: honest, considerate, energetic, responsible, resourceful.
- Undertake any other tasks as reasonably requested by the F&B Manager, Head of Operations or the St Michael's Mount Duty Manager.

All employees who work in the department cover for each other during holidays or periods of sickness. This means you may occasionally be asked to take on tasks outside the normal scope of your job.