

JOB DESCRIPTION

Position: Chef de Partie

Reports to: Executive Chef

Salary: £22-26K per annum, dependent upon experience

Base: Dumfries House Cookschool

About the Prince's Foundation

The Prince's Foundation was created in 2018, as a result of the consolidation of four existing charities, The Prince's Foundation for Building Community, The Prince's Regeneration Trust, The Great Steward of Scotland's Dumfries House Trust, and The Prince's School of Traditional Arts.

The Prince's Foundation by focusing on three core tiers - Education, Projects, and Attractions - delivers work to improve the built environment, save heritage, and promote culture and education. Through education, the Foundation will continue to offer innovative and inspiring skills-based courses in a broad range of subjects, from traditional arts and heritage craft skills, to architecture and design, science, engineering, horticulture and hospitality, all emphasising the greater social cohesion that transpires when members of a community learn, as well as live, together. Programmes will take place within and beyond the charity's sites, including at Dumfries House, with its Education Farm, STEM centre and Health and Wellbeing Centre, and in Shoreditch, East London.

Location

The post is based at the Dumfries House Estate, Cumnock, Scotland KA18 2NJ

The Role

As a member within the kitchen department your responsibilities will include, the smooth running of the department, adhering to environmental and health and safety standards, organising and sending of all hospitality, learning menu planning and costing.

Key responsibilities

Specific duties will include:

- Responsible for working within the team to ensure the smooth running of the kitchen and events.
- Work based staff training.
- Adhering to food hygiene standards and ensuring records are correctly and daily completed.
- As a member of the kitchen department you are expected to assist in the delivery with support from the kitchen department many things including the following
 - Food delivery for Events and weddings

- Food delivery for the education department
- Food delivery on the estate and occasionally off site
- Working towards Education planning and delivery
- Cleanliness and maintenance of the kitchen
- Assisting with Menu planning and cost controlling purchasing
- Procurement

It is in the nature of the work of the Prince's Foundation that tasks and responsibilities are, in many circumstances, unpredictable and varied. All staff are therefore expected to work in a flexible way when the occasion arises that tasks which are not specifically covered in their Job Description have to be undertaken.

Person Specification

The essential skills, knowledge and experience required are:

- A good level of work experience
- Ability to work proactively and flexibly under pressure and to achieve set objectives.
- Good organisation skills and the ability to work with minimal supervision.
- Competencies necessary for the role include; strategic thinking, teamwork, performance management, budget management, working to deadlines and organisational and leadership qualities.
- The ability to communicate efficiently and clearly in spoken and written language with people from a wide range of backgrounds
- Some travel within the UK may be necessary.

Other:

- Your working hours will be 37.5 hours per week
- You must have the legal right to work in the UK.
- This post is considered to be a regulated activity therefore any offer will be subject to a satisfactory disclosure check with the Disclosure and Barring Service.

Applications: Please submit a completed [Application Form](#) together with a cover letter and CV (please note one A4 page maximum each for CV and letter) to Gordon Watson: hr.recruitment@princes-foundation.org