

## Role profile Cook

<b>Job title:</b>	Visitor Experience Team - Cook
<b>Location:</b>	Scottish Seabird Centre, The Harbour, North Berwick
<b>Reports to:</b>	Catering Manager (and to the Assistant when deputising)
<b>Term:</b>	Part time - Permanent
<b>Wage:</b>	£9.25-£10.00 per hour/subject to skills and experience
<b>Working pattern:</b>	7.5 hours per day, Thursday to Sunday Varied opening hours across the year (Summer 0900 and 1800, Winter 0900 - 1600) Occasional evening events and holiday cover

### Background

The Scottish Seabird Centre is a conservation and education charity whose purpose is *“Inspiring and educating people about the Scottish marine environment, motivating them to care for it, and supporting conservation projects”*. Based in North Berwick, East Lothian we overlook the marine environment in the Firth of Forth and have over 200,000 visits each year.

We have four key pillars to our work:

- **Conservation** we develop, practically undertake, and promote models of conservation best practice and citizen science.
- **Education** we deliver education programmes, science resources and events and use innovative ways to provide information on the marine environment.
- **Communities** we work in partnership with diverse communities including enhancing the experience for visitors to North Berwick.
- **Experience:** we use both our 5-star visitor attraction and digital resources to engage with more about the marine environment.

Our charitable work is supported by our retail, discovery and wildlife boats experiences which all combine to provide a valuable resource for members and visitors.

## **Job description**

We are looking for a Cook to join our Catering team. We welcome hundreds of people each week to our Centre and this role ensures that the variety, quality, and sustainability of food products provided through our Seabird Café contributes to the customer's overall experience.

The Cook supports the preparation of the food on the menu for our daily service and occasional events.

## **Principal responsibilities**

The main responsibilities of the Cook are:

- i. Check the quality of ingredients and prepare these to use in cooking (chopping and peeling vegetables, cutting meat, preparing salads etc.).
- ii. Learn and become familiar with the cooking process, equipment and appliances used to make each of our dishes.
- iii. Ensure great presentation of our food, by dressing dishes before they are served.
- iv. Cook dishes under the supervision of the Catering Manager or the Chef and develop sufficient competence to provide cover during staff absences/holiday cover.
- v. Ensure that all dishes for a single order are ready for serving at the same time and co-ordinate effectively with the café serving team.
- vi. Take responsibility for maintaining and cleaning the kitchen area/equipment ensuring that all appropriate standards are met.
- vii. Ensure all food and other items are stored properly.
- viii. Monitor stock levels and advise the Catering Manager or Chef of any orders that need to be placed.
- ix. Ensure that all duties are undertaken in compliance with health and safety, food standards and hygiene regulations and practices, as well as our internal procedures.
- x. Carry out any other reasonable duty which is within the competence of the post.

## **Essential skills and experience**

- Organised with an ability to work effectively in what can be a fast-paced, high-volume business at peak times.
- A team player – adaptable and flexible.
- A confident communicator.
- An appropriate means of transport to get to the Centre (between 0830 and 1800).

## **Desirable skills and experience**

- A willingness to learn on the job and/or to work towards an SQV cooking certificate.
- Alignment with our charity's conservation and education goals.
- An awareness of and affinity to environmental sustainability principles.

## **Our values**

Our values underpin everything we do. We take pride in bringing these to life in all that we do. We are:

- PASSIONATE about Scotland's coastal and marine environment.
- INSPIRE others to explore and care for Scotland's coastal and marine environment.
- INNOVATE with the approaches we use to engage with people.
- COLLABORATE with local and national partners to convey the importance of Scotland's marine environment.
- INFORMED about the current health of Scotland's marine wildlife and habitats and the actions required to protect it.
- TRUSTWORTHY providing reliable information and acting with integrity and without bias.

**Performance:** To be measured against clearly defined measurable and challenging goals.

**Wage:** £9.25-£10.00 per hour, subject to skills and experience

### **Benefits**

- Working for a successful conservation and education charity in a stunning location.
- Pension available.
- Training and development for everyone.
- 20% discount in the Centre's Gift Shop and Seabird Café.
- 10% discount on the Seabird Centre boat trips.
- Free entry to the Discovery Experience, for you and family members (restrictions on numbers apply).
- Free access to a range of Scottish visitor attractions with an Association of Scottish Visitor Attractions card.
- Free access/ special offers for a range of East Lothian attractions with an East Lothian Tourism Attraction Group card.

### **Applications**

Tell us why you are keen to work with us in a covering letter and attach your CV. Please send both to [info@seabird.org](mailto:info@seabird.org) by 5 pm on Friday 25th February 2022