

BRADFORD CITY
COMMUNITY



FOOTBALL CLUB
FOUNDATION

COMMUNITY CAFE TEAM MEMBER APPLICATION
PACK

To apply for the role please click [here](#).

WHO WE ARE

Bradford City F.C. Community Foundation was set up in 1988 by the PFA. Their initial aim at that time was to promote BCFC in the community by increasing the fan base and awareness of the Club. The Foundation now offers football and multi-sport coaching provision, holiday camps, penalty shoot outs, traineeships, football education courses, community projects, and in 2000, developed its own disability football club, satellite disability sessions and education provision, which covers over 150 participants on a regular basis. We have recently opened the City Hub which has allowed us to open up our provisions to even more members of the community. The Foundation also delivers a range of projects aimed at 'football-minded' people, with the aim of encouraging them to become more involved in coaching, participation, intergenerational activities and inclusion projects that target the whole Bradford district, through the themes of Sports Participation, Health, Education, Social Inclusion and Disability. The Community Foundation still works with schools, but over the years has extended its reach into the community working with groups and individuals of all ages, races, backgrounds, beliefs and abilities and is a well-liked organisation in the community.

ABOUT THE DEPARTMENT

Our City Hub opened in December 2022 and combines a Community Cafe and a Community Hub to help us service the people of Bradford. Our aim is for the City Hub to become a safe space that provides various services from a Dementia Cafe, Health & Wellbeing Sessions, Community Groups and Youth Clubs.

COMMUNITY CAFE TEAM MEMBER

Contract Length: Casual

Contract Hours: 6 hours per shift - match days only

Start Date: ASAP

Location: City Hub, Bradford City Community Foundation, 36 Valley Parade, BD8 7DZ

Reporting To: Director of Operations

Hourly Pay: £10.42 p/h

ABOUT THE ROLE

We are looking for charismatic, friendly individuals to join our community cafe team on match days. In this role you will engage with a variety of different people, creating a warm and welcoming environment for our service users. Day to day tasks will include preparing food using a merrychef, serving teas and coffee via our bean to cup coffee machine and using a till system. As part of this role we hope you will have the same pride in the environment as we do and will uphold cleaning standards and ensure the fridges are stocked and presentable to customers.

CORE RESPONSIBILITIES

- Take customer orders for food and drink
- Prepare and serve food and drinks for customers to enjoy on the premises or as take away
- Operate cash registers, take payments and give receipts
- Operate a coffee machine to make coffee
- Clear away used dishes and cutlery from tables; clean and prepare tables
- Wash dishes, cutlery and cooking utensils
- General cleaning of cafe equipment such as a the coffee machine and Merrychef
- Ensuring the fridges are stocked
- Liaise with Line Manager to ensure accurate stock management
- Follow company procedures and policies

Please note that this job description serves only as a guideline for your responsibilities and is not a definitive list. As with any small, developing organisation, staff roles can be subject to change to meet new priorities and therefore you may, on occasions, be required to take on other responsibilities as necessary.

PERSON SPECIFICATION

Essential:

- Excellent communication skills
- Excellent customer service skills
- Takes pride in upholding high standards
- Cleanliness
- Can work in a high pressure environment
- Be adaptable to different clientele

Desirable:

- Experience working in a Catering environment
- Knowledge of food hygiene and health and safety
- Level 2 certificate in Food hygiene and safety for catering
- Experience of using a till system

Bradford City FC Community Foundation is committed to safeguarding all individuals involved with the organisation from harm. As part of this we have a commitment to safer recruitment, selection and vetting references in line with principles, legislation and guidance from our policy. All individuals who work for Bradford City FC Community Foundation must undergo an Enhanced Disclosure and Barring check.

TRAINING AND ASSESSMENT

If you are successfully shortlisted, you will be invited to one to one interview. If you are subsequently offered a role, it is important to note that training is mandatory. Where possible, training will take place in the local area where you will be working. The final details of training will be shared with you if you successfully pass the assessment stage.

HOW TO APPLY

All applicants should complete the [application form](#). Please ensure you read the job description thoroughly and understand the requirements for the role you apply for. If you are shortlisted, you will be contacted. We are unable to provide feedback instantly. If you would like to talk to someone in our team about the role then please email lizzie.saunderson@bcfccommunity.co.uk or call on 07469 234066.