



# BATH CITY FARM

<b>Job title:</b>	<b>Seasonal Sunday Cafe Assistant</b>
<b>Contract type:</b>	Seasonal Fixed Term Contract mid-May to 31 August 2026
<b>Hours of work:</b>	Sundays 10am to 4.30pm (6 hours with unpaid 30 minute break)
<b>Pay Band:</b>	A12 Full time equivalent salary (for over 18 year olds) £26,243 (Actual salary for 6 hours/week is £4,199)
<b>Responsible to:</b>	Line managed by the Cafe Manager
<b>Responsible for:</b>	No line management responsibilities

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## About us:

Situated on a beautiful 37-acre site, Bath City Farm is a charitable organisation, providing education, training and therapeutic activities to disadvantaged people in the local community, as well as a free-to-access visitor attraction for families and children.

From the beginning our Vision has been to build a healthy community rooted in nature, food, farming and each other. As a welcoming urban farm, we use our unique setting and targeted projects to educate, improve wellbeing and transform lives. Our goals are to enable the development of skills and confidence, improve mental, physical and social wellbeing, and inspire environmental awareness. We aim to increase community engagement, offer a rewarding visitor experience, and educate people on farming, animal welfare and food production.

All staff are expected to carry out their roles in line with the Farm's core values:

- **Diversity is strength:** We work to remove barriers to encourage participation and promote fairness and equitable opportunities for all. We foster a culture of respect and dignity.
- **Power in community:** Each person has unique gifts and perspective to share. Nurturing and valuing these strengths collectively gives us power to make positive changes in our communities.
- **We are nature:** We are a part of nature and nature is us. We therefore aim to create conditions for biodiversity and natural ecosystems to thrive in all our activities and choices.
- **Open and participatory:** We aim to communicate openly and create meaningful opportunities for communities to contribute to the direction of the Farm.
- **Free or affordable:** The Farm site will always be free at the point of access for people to explore and enjoy. We endeavour to provide all our activities free or fairly priced.
- **Working with care:** We approach our work with care, to create quality solutions and minimise harm to people and the environment.

## **Overall purpose of job**

This role is an important part of our Roots to Work Cafe team and will be involved in all aspects of the smooth running of the cafe on a Sunday. This involves providing a friendly welcome for visitors to the cafe, taking orders accurately through the till, clearing tables, ensuring the cafe is kept clean and tidy, washing and drying up, hoovering and mopping the floor, emptying the bins, supporting the Cook with food preparation and making hot drinks with the coffee machine (training will be provided as required).

## **The Roots to Work Cafe at Bath City Farm**

The Roots to Work Cafe at Bath City Farm is a special place to work. During the week it provides training and support for adults seeking to develop their skills and confidence in the workplace. At the weekends the cafe is especially busy with a loyal and growing customer base.

## **Main duties and responsibilities**

- Providing a warm welcome to cafe visitors.
- Accurately taking food and drink orders, processing these through the till, taking payments and communicating the orders clearly to the kitchen team.
- Making hot drinks, including espresso-based coffees using our coffee machine, to a high standard.
- Serving cakes, cold drinks and other items from the counter area.
- Assisting with front of house service including serving food, clearing tables and answering any queries as required.
- Keeping a clean, hygienic, and well organised counter, cafe and kitchen area.
- Helping to ensure the cafe complies with Food Standard Agency requirements and our Food Hygiene rating maintains a 5-star rating.
- Providing general assistance in the kitchen to support the Cook in preparing food as required to an excellent standard.
- Washing and drying up.
- Ensuring all cafe opening and closedown procedures are adhered to. This includes hoovering, mopping floors and emptying bins at the end of the day.
- Communicating collaboratively with the cafe team, including ensuring any issues, including any health and safety issues or issues related to café equipment, are communicated quickly to the Sunday Shift Leader and providing support in resolving them.

## **Other key job elements or requirements to note**

- Have an awareness of and work in accordance with our safeguarding policies for children and vulnerable adults.

- Work within agreed policies and procedures, helping to ensure high standards of practice on the Farm.

### Person specification

<b>Experience</b>	
<b>Essential</b>	<b>Desirable</b>
<ul style="list-style-type: none"> <li>• Experience of working in a cafe (in the kitchen and/or the front of house) or similar customer service environment</li> </ul>	<ul style="list-style-type: none"> <li>• Experience as a barista</li> </ul>
<b>Competence, Knowledge and Skills</b>	
<ul style="list-style-type: none"> <li>• Understanding of food hygiene regulations</li> <li>• Ability to work well alongside other staff in a cafe team</li> <li>• Excellent verbal communication skills</li> <li>• Ability to provide excellent customer service</li> </ul>	<ul style="list-style-type: none"> <li>• Level 2 Food Hygiene certificate</li> </ul>
<b>Personal Qualities</b>	
<ul style="list-style-type: none"> <li>• Ability to remain calm under pressure in a busy cafe environment</li> <li>• Ability to work proactively using own initiative</li> <li>• Friendly, non-judgmental and welcoming attitude towards many different types of people</li> <li>• Reliable and hardworking</li> <li>• Flexible approach with a “can do” attitude</li> <li>• An ability to work as part of a small team</li> <li>• Well organised with good time management</li> <li>• Commitment to the values and vision of the Farm</li> </ul>	