

Chef De Partie

The Post

Ardingly College is seeking to appoint an experienced and enthusiastic Chef De Partie to join their busy and dynamic Catering team.

The post holder will assist in the creation of new dishes, and the production and service of food, while maintaining correct levels of Food Safety and Health and Safety. The ability to be innovative and creative in your cooking is key for this role.

The team has a real passion for food, and regularly change the menus to reflect current food trends, and seasonality working with predominantly fresh ingredients.

The College is a strong believer in developing an individual and tasks them with regular training and fact-finding responsibilities to ensure they are always at the top of their game.

Alongside the production of meals to cater for our students and staff, we also have many events catering for corporate lunches, three course meals and wedding breakfasts.

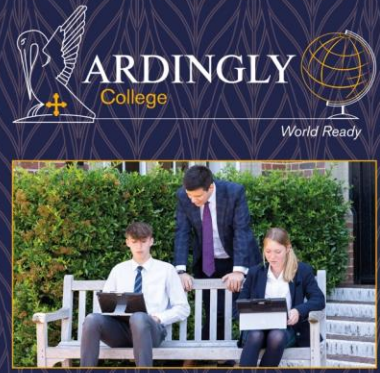
The role reports to the Head Chef

Duties and Responsibilities

Key Responsibilities

1. Ensure that appropriate methods of cooking and presentation are used to maintain the highest standards of production and service.
2. Ensure that HACCP procedures, legal and company regulations regarding hygiene, food, health, and safety are complied with.
3. Assist with maintenance of goods received system to ensure statutory and quality standards are maintained.
4. Assist with the monitoring of production and wastage.
5. Promote a friendly working relationship with colleagues.





6. Promote a good company image to customers and guests and use positive customer service practices.
7. Assist with the implementation of cleaning schedules to agreed standards. Assist in preservice briefing of colleagues about dish content, portion sizes, service utensils and accompaniments.
8. To prepare all food with due care and attention, particularly regarding customers' special dietary requirements: for example, nut, dairy, or wheat allergies.
9. To undertake occasional duties outside the normal routine but within the scope of the position and the department's activities.

Irregular Duties

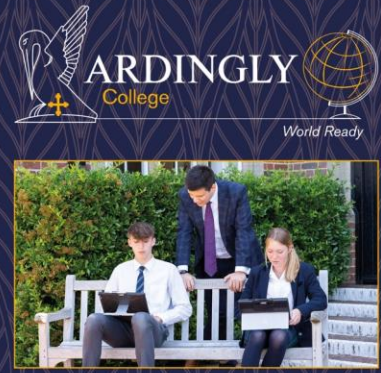
1. To assist, as required, at special functions, some of which may occur outside normal working hours, for which you will be paid overtime.
2. To report any complaint or compliment and act if possible.
3. To report any incident of accident, fire, theft, loss, damage, and act as may be appropriate or possible.
4. To attend meetings and courses, as required

The College

Ardingly College is a thriving independent co-educational school offering an outstanding all-through education to over a thousand children in a beautiful part of West Sussex, with excellent transport links locally and across the South-East.

The Prep School has over 220 pupils from Reception to Year 6, as well as a Nursery. Reception and KS1 are based in the Farmhouse, and Years 3-6 in the main school building, School House. The Prep School lives and breathes the values of *Shaping My World*, through which primary aged children learn to explore the world around them in ways that are adventurous, curious, generous, and ingenious.





The Senior School has over 800 students from 11-18, 300 of whom are boarders. The curriculum is designed to be broad and stimulating, with over 25 subjects offered and a choice of A Level, IB Diploma or BTEC courses in the Sixth Form. The values of the school are centred on kindness, respect, and positive engagement, with students encouraged to balance their own interests with those of the communities in which they study and live.

The wellbeing and welfare of our students is paramount, with a strong emphasis on pastoral support provided through house staff, the Health & Wellbeing Centre and additional pastoral support such as the Chaplain, DSL, and Mental Health Lead. The curriculum is broad and balanced, enabling all students to participate in sports, creative and performing arts and a wide-ranging Enrichment Programme. Through their learning and experiences both inside and beyond the classroom, students are able to complete each stage of their education successfully and become ready for the next stage of their lives beyond school.

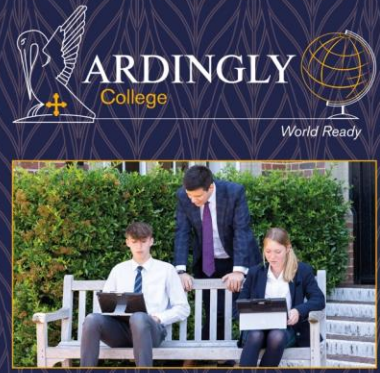
Academic results are high and have been on an upward trajectory since 2015. Results in 2022 (the first year of exams since the pandemic) were at record levels, with an IB Diploma average of 40 points and 98% of A Level candidates gaining grades between A*-C. At GCSE, over 90% achieved between grades 9-6, among whom 34 scored all 9s and 8s.

In the most recent ISI inspection of educational quality in 2018 the College was judged excellent for both pupil achievement and personal development and in 2021 the College passed all elements of the Regulatory Compliance Inspection.

The College offers an outstanding range of co-curricular activities and has a proud tradition of participation and achievement. In sports, pupils compete successfully at local, regional, and national levels in the main sports of football, hockey, swimming, netball, cricket, and athletics. Music, Art, and Drama are particularly strong, with exciting events such as concerts at school and in professional music venues, devised and scripted drama performances and exhibitions both by talented art scholars and give-it-a-go artists among the pupil and staff population.

Partnership is integral to the College ethos. Within school this applies to the partnership between teachers and operations staff to maintain excellent standards and quality of provision across the campus. Beyond the school gates, we work with a range of primary and prep schools as well as supporting the local community through voluntary action and working with schools abroad in Africa and Asia. The College operates a bursary programme which currently supports over 30 pupils with substantial or full fee remission.



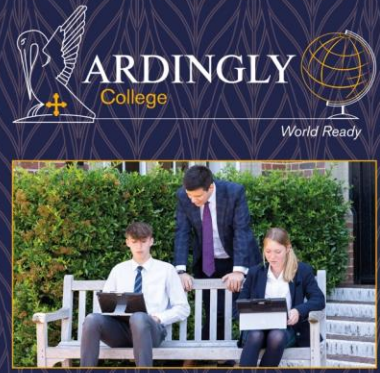


Campus facilities are excellent, with considerable recent investment in the College campus bringing it up to the highest school standards. Recent additions include a new STEM faculty and upgrades to classrooms, as well as major refurbishments of boarding and day houses. A new café and dance studio were opened in 2021 and new Lower School and a third day boys house in 2022.

Person Specification

	Essential	Desirable
Experience	Previous experience of working in a busy kitchen, producing meals with fresh ingredients	Experience of catering for large hospitality events
Qualifications	English and Maths at GCSE Level or equivalent CIEH Food safety Level 2 certificate or equivalent 706/1 and 706/2 or NVQ2 chef qualification, or equivalent	
Skills	Good interpersonal skills Ability to communicate effectively with pupils, customers, and staff Ability to work well under pressure Creativity to design new dishes	
Personal and Professional	Ability to achieve performance criteria, with regard to hygiene Positive approach to learning in role and identifying own training needs as appropriate Self-motivated Ability to work effectively as part of a team Flexible approach to role	





Terms and Conditions

Hours of Work: 40 hours per week, 5 days out of 7 for 52 weeks per year. The shifts are 8.5 hours between 6.30am and 7.30pm. Flexibility is required to work major functions.

Rate of Pay: £31,000 per annum

Holiday: 20 days per year plus bank holidays. 5 days to be taken during Christmas closedown period. Additional holiday is rewarded for accrued service.

Application Procedure

Applications should be made via our on-line recruitment system at www.ardingly.com/vacancies and should include a covering letter or personal statement outlining the applicant's suitability for the role. Details for two suitable referees should also be provided.

Ardingly College is committed to ensuring the welfare of our pupils and appropriate checks will be made before the appointment is finalised, including enhanced DBS checks.

The closing date for applications is **5pm on 17th October 2023**, although applications will be considered upon receipt. Interviews will be scheduled as suitable applications are received.

