

**St Joseph's Specialist Trust, Cranleigh, Surrey**

## **COOK**

**27.5 hours per week, 39 weeks per year**

(being term time plus CPD days)

**Actual Salary: £15,094 - £16,589 pa**

*(FTE based on 37 hours per week £23,677 - £26,023)*

***with an additional £1,000 Retention Bonus\*\****



St Joseph's are seeking a Cook, to join the catering team working in our on-site kitchen preparing, cooking and serving delicious hot lunches to our school & college students and staff. You will have experience of working in catering and knowledge of food preparation, cooking, service and food hygiene standards and practices. Working with the Catering Manager and her Deputy, you will also assist with aspects of the menu, food preparation and daily service and also maintenance and cleaning of equipment and the kitchen (daily and periodic). See job profile for all aspects of the role. Experience of working in a school or SEN setting is desirable, but empathy, patience and understanding of the needs of our students is essential, along with mental and physical resilience.

This is a 27.5 hour a week role (excluding breaks) Monday to Friday, working 39 weeks term time including CPD days. Working hours are 9am to 2.30pm but there may be room for slight flexibility.

St Joseph's is a registered charitable trust comprising a special needs school, college, registered children's home and adult supported living house. Our school and college students are age 5-19 with severe and complex social communication and learning disabilities, many with autism. If you are recruited, you will be required to complete Safeguarding and Team Teach positive behaviour support training as part of your induction before employment, during the week long Induction.

### **Why St Joseph's?**

- 25 days holiday plus statutory public holidays paid (FTE, pro-rated)
- \*\*£1,000 Retention bonus - £250 after 1 month, £250 after 1 year, £500 after 18 months at Trust
- Ample free car parking on site
- Employee assistance service (confidential, professional wellbeing and counselling 24/7 service)
- Excellent network of support across the organisation including a team of Adult Mental Health First Aid and Occupational Health
- Life Assurance and Medical Cashplan
- Annual performance related pay progression, 1:1 mentoring and CPD training
- Discount on exercise classes at Surrey Fitness Camps throughout Surrey and GoFest Active Studio in Cranleigh
- Induction programme including Safeguarding and Team Teach Positive Behaviour Support Training (refreshed every year)
- Based on a beautiful 23 acre site in Cranleigh, half way between Horsham and Guildford, on the edge of the Surrey Hills

Own transport is desirable due to the rural location of the Trust. All employees of St Joseph's Specialist Trust are key workers.

CVs may be submitted for consideration in the first instance but only fully completed applications (including all previous employments) made on the St Joseph's Specialist Trust application form will be considered for shortlisting and interview. Please call the recruitment team on 01483 272449 for more information or see the website.

Please note that we do not sponsor applicants to relocate from overseas or convert student or graduate visas to full work visas for this role.

### **How to apply**

For an application pack (including form, job profile and person specification) or access to an on-line application form, please visit us at [Work For Us - St Joseph's Specialist Trust](#). Closing date for receipt of completed application forms (including full employment history) is **Thursday February 6th at 9am**. We reserve the right to interview before the closing date if we receive applications from suitable candidates, which may result in the role being filled. Your early response is therefore encouraged.

*St Joseph's Specialist Trust is committed to safeguarding and promoting the welfare of children and young people.  
This position requires an enhanced DBS disclosure and take up of references.*