

Casual Kitchen Assistant	
Location	Copelands – 97 Donaghadee Road, Millisle, BT22 2BZ
Project Remit	<p>Copelands is Belfast Central Mission’s flagship project, providing market leading care for Northern Ireland. It encompasses everything needed to create a genuine home from home where residents can enjoy a fulfilling life.</p> <p>Copelands comprises of six households, each with 10 residents. Each household has its own front door, kitchen and living area as well as access to a communal outdoor area. The home has been designed with the differing cognitive, social, and physical abilities of the residents in mind.</p> <p>Our aim is to provide the best possible care to frail older people, including those living with dementia. We promote the use of familiar and recognisable surroundings and activities to stimulate residents’ memories. Visual clues throughout the design help residents with recollection to avoid confusion and increased anxiety. Additionally, it creates opportunities for staff and residents to interact more easily in activities of daily living.</p>
Hours of Work	As & When required
Salary	£11.554 per hour
Contract Type	Casual
Benefits	<ul style="list-style-type: none"> • Free meal (one meal per 12 hour shift) • Paid breaks • Uniform provided • Paid Access NI

Job Specification

Essential	
Qualifications & Experience	<ul style="list-style-type: none"> • Minimum 1 year experience working in a busy kitchen • Experience preparing food and practicing appropriate hygiene standards in a busy kitchen
Skills	<ul style="list-style-type: none"> • Excellent communication, interpersonal skills, patience, and empathy • Ability to form appropriate supportive relationships with residents and family members where appropriate •

Knowledge	<ul style="list-style-type: none"> Knowledge of food storage and hygiene protocols (use by dates, etc.)
Circumstances	<ul style="list-style-type: none"> Flexibility to work a rota which includes early mornings, early evenings, and weekends

Desirable	
Qualifications	<ul style="list-style-type: none"> Hygiene/catering/cookery qualification

The successful candidates will require

Access NI	This Post is subject to an Enhanced Access NI check. Having a criminal record will not necessarily debar you from working with BCM. This will depend on the nature of the position, together with the circumstances and background of your offences or other information contained on a disclosure certificate.
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Job Description

Scope of Responsibility	As a Kitchen Assistant your focus will be to assist the Cook to deliver catering needs that meet nutritional and hydration needs, special requirements and preferences of our residents.
Key Areas of Responsibility	<p>General Housekeeping</p> <ul style="list-style-type: none"> Assist the Cook in providing a menu that is restaurant standard, offering choice, seasonality, creativity, presentation and, above all, a food offering that is nutritious and high on quality. Assist the Cook in providing a food service which meets the expectations and requirements of our residents Assist the Cook in delivering “home baking” to offer our residents something unique with a sense of “home/family”. Assist the Cook during key service times, in order to provide a range of choice for breakfast, lunch and dinner to suit all palates, dietary requirements, digestion. Assist the Cook to ensure that the kitchen is maintained to a high standard including, hygiene and quality and you will help to maintain external standards/regulations (eg) environmental health; NI Code of Practice (Food Law); HACCP; Belfast Central Mission’s policy & procedure on Health & Safety Ensure that when using any appliance and other kitchen equipment, that you do so according to procedure taking care

	<p>with the proper cleaning and storage of all such appliances and equipment.</p> <ul style="list-style-type: none"> • Responsible for following all kitchen procedures to ensure that there is no cross contamination and that all food items are stored correctly. • Complete all records to ensure compliance (eg) cleaning; stock; temperature
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Job Description

Job Description Declaration	
I can confirm that I have read and fully understand the role as outlined above. I accept the role as outlined and am aware that the above is not an exhaustive list.	
Employee Name	
Signature Date	