



Kitchen Assistant

About Sadler's Wells

Sadler's Wells is a world-leading creative organisation dedicated to dance in all its forms. With over three centuries of theatrical heritage and a year-round programme of performances and learning activities, our mission is to make and share dance that inspires us all. Our vision is to create, through dance, a depth of connection beyond borders, cultures and languages, so we see ourselves in each other.

Our aim is to reflect and respond to the world through dance: enabling artists of all backgrounds to create dance that moves us and opens our minds; sharing those experiences with the widest possible audiences to enrich their lives and deepen their understanding of what it means to be human.

Over half a million people come to our theatres in London each year, with many more enjoying our touring productions at partner venues across the UK and in cities around the world. Sadler's Wells Theatre has been located in Islington since the 17th century. Our modern day theatre comprises a main auditorium (1,500 seats); the Lilian Baylis Studio (180 seats); three rehearsal studios; bars, a café, facilities for private and corporate entertaining and offices for Sadler's Wells' staff.

Our second theatre building and West End home, the Peacock (1,000 seats), is subject to a unique agreement whereby Sadler's Wells and the London School of Economics jointly manage it, with the LSE presenting its lectures to students during the day and Sadler's Wells presenting theatre at night.

Future Plans

Plans are underway for the development of a fourth venue in east London's Queen Elizabeth Olympic Park. Sadler's Wells' new space will be located on the Stratford Waterfront site, opposite the London Aquatics Centre, alongside UAL's London College of Fashion and the V&A Museum. The site will form part of a new cultural and education district, which will also include a major new University College London (UCL) campus and have direct links to the creative communities already based in east London.

Sadler's Wells' new space will house a 550-seat mid-scale theatre, as well as facilities for a choreographic centre and a hip hop academy, all planned to open at the end of 2022.

The Department

The Catering and Event Department is responsible for delivery of all food and beverage service throughout Sadler's Wells and The Peacock Theatre.

Key responsibilities

The principal responsibility of the Kitchen Assistant is to assist in the production of food for Sadler's Wells and The Peacock as directed by the Development Head Chef and/or Sous Chef.

Other duties

- Ensure all food items are delivered in accordance with specifications as set by the Development Head Chef
- Ensure all recipes and preparation standards are met as set by the Development Head Chef
- Ensure readiness for service and preparation is set for the peak trade
- Ensure that storage of food meets company and statutory Health and Safety requirements
- Follow instructions and direction given by the Development Head Chef and/or Sous Chef
- Ensure Food Safety and Health and Safety are adhered at all times
- Collect stock from the storage area and upload to relevant areas
- General cleaning/deep cleaning and tidying duties of catering areas
- Report any damages to equipment or the building immediately to your line manager
- Maintain a friendly and cordial working relationship with all colleagues
- Carry out reasonable additional duties
- Attend occasional staff meetings, training sessions and other events that may take place outside normal working hours
- At all times to carry out duties and responsibilities with regard to Sadler's Wells' Equality, Diversity and Inclusion, and Health and Safety Policies. This may include providing assistance with evacuation procedures or building searches in the event of an emergency at any of Sadler's Wells' premises

THIS JOB DESCRIPTION IS A GUIDE TO THE NATURE OF THE WORK REQUIRED OF THIS POSITION. IT IS NEITHER WHOLLY COMPREHENSIVE NOR RESTRICTIVE AND DOES NOT FORM PART OF THE CONTRACT OF EMPLOYMENT.

What we are looking for

The successful applicant will demonstrate the following skills, experience, and personal qualities:

Essential

- Experience of working within a busy kitchen, catering unit, a quality contract caterer or in a hotel within food production
- A passion for food and fresh seasonal produce
- A positive attitude and commitment to high standards of food hygiene in line with statutory requirements
- An understanding of Health & Safety and Food Hygiene
- The ability to work to high standards under pressure
- The ability to work on own initiative and prioritise work schedules
- Commitment, creativity, trustworthiness and reliability
- The ability to form positive relationships with colleagues
- Great team player
- Good communication skills
- Good attention to detail

Desirable

- Experience in working within a Theatre, Arts, or Entertainment Venue

Terms and conditions

Salary £25,484 per annum, based on 48 hours per week, plus an additional paid meal break each day

Annual leave entitlement is 5 weeks for each Holiday Year. If you complete five years' service with the Trust, your holiday entitlement will increase to 5.6 weeks per annum

If you are an eligible job holder, you will be automatically enrolled into Sadler's Wells Trust Ltd. pension scheme

The company offers:

- Employee Assistance Programme (EAP) – Free confidential support service.
- Season Ticket Advance – Interest free loan to purchase a home to work travel ticket.
- Cycle to Work Scheme.
- Death in Service Benefit – Equivalent to twice your annual salary.
- Staff discount at Garden Court Café.
- Discounted performance tickets (subject to availability).

Making an application

A Job Description and Person Specification are included in this document. Read this carefully and if you are still interested in applying for the position shown above, please complete the online application form.

Further guidance on completing your application form can be found via the link below

[Applying for vacancies at Sadler's Wells](#)

This is an ongoing vacancy and candidates will be invited to interview as and when suitable applications are submitted.

Once we have found a suitable candidate, the vacancy will be closed without further notice.

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