



Job Title: Casual Cookery Tutor

Responsible to: Head of Community Projects

Hours p/wk: Thursday term time 15:30-18:30 & school holidays x3 days a week

Salary: £12 per hour

Closing Date: 9am Monday 4th December 2023 although if the right candidate applies, we may appoint before that date so please apply promptly.

Pompey in the Community is seeking to appoint an enthusiastic, charismatic, and dedicated Casual Cookery Tutor to support our Community Department.

How to apply: Please send CV and cover letter addressed to Amanda Valvona. Please email HR@pompeyitc.org.uk or post to: HR Officer, Pompey in the Community, Anson Road, Portsmouth, PO4 8TB

Please note that the job will be subject to satisfactory references and enhanced DBS check.

JOB DESCRIPTION: Casual Community Tutor (Community)

The role will require planning and delivery of our community cooking sessions supporting young people within the ages of 9-18 years old and potentially those with mild learning difficulties. We deliver a weekly twilight cooking session in addition to the 3 days of cooking during the school's holidays. The candidate will be required to deliver sessions that will allow the participants to learn basic culinary skills, whilst having fun and making new friends in a safe environment.

Duties and Responsibilities

- The post holder will be responsible and accountable for:
- To lead weekly cookery sessions, planning of menu items and purchase of ingredients.
- To support learners in preparing food and creating a fun learning environment.
- To be responsible for classroom management (of learners and support staff)
- To identify and report any safeguarding concerns, and in all work to follow PitC's Safeguarding Children and Vulnerable Adult policies.
- To ensure safety of all participants whilst in the kitchen, ensuring safe use of knives and hot pans, and other equipment.
- Report any issues with faulty equipment.

General

To always represent Pompey in the Community and Portsmouth Community Football Club in a professional manner, regarding to uniform, presentation, personal hygiene, attitude, conduct and professionalism. To be able to work flexible and unsociable hours where the role of the job requires including evenings, weekends, and match days.



Person Specification Description

Essential

- Relevant professional or vocational qualification or substantial experience of working with children and adults with learning disabilities.
- Experience of teaching cookery classes.
- Ability to work as part of a team.
- Experience of working with diverse cultures and of addressing the needs of different sectors of the community.
- The ability to work flexibly under pressure.
- Knowledge and understanding of Equal opportunities and Diversity and an ability to ensure that PitC's policies are implemented through everyday practices.
- Evidence of clear and effective communication skills.
- Appropriate levels of numeracy, language and literacy at a standard required for the role.

Desirable:

- Qualification in Food Hygiene.
- Relevant training in teaching food based workshops
- Working with young people with SEND
- Previous experience of delivering cooking workshops to adults and/or young people

Other Duties

- To comply with the requirements of the staff handbook.

The organisation, alongside the club, have huge ambitions to really embed themselves in the local community. As a result, it is an exciting time to join Pompey in the Community.