



The  
Yehudi  
Menuhin  
School

## BAR STAFF

### Candidate Information Pack



Closing date for applications:  
15 October 2021

*We reserve the right to close this vacancy early should a suitable candidate be found.*

## A welcome from the Headmaster

Thank you for your interest in this role. I hope that this document tells you everything you need to know about working at our very special school - most importantly, whether it is the place for you.

The Yehudi Menuhin School is set in gorgeous grounds and we strive to promote a collegiate working environment with a strong sense of community. Staff and pupils are on first name terms, and all staff are encouraged to take an active part in the broader life of the school. Being a music school, we hope that everyone who works here has an appreciation and respect for the interests and creativity of our pupils, but we do not expect all staff to be musicians themselves (though over the years many have taken up an instrument as a result of working here!)

We are committed to the wellbeing of all our community, and strive to promote a healthy sense of balance in our pupils and staff. Ongoing professional development is very important to us, and all new staff are given an induction and the training necessary to fulfil their duties.

YMS is an exceptional place - I hope you will join us.

**Ben Gudgeon**  
Headmaster

## A short history of The Yehudi Menuhin School

The Yehudi Menuhin School was founded in 1963 by the celebrated violinist Yehudi Menuhin. A brilliant educator, he feared that the lack of specialist music provision for children at an early age would result in an irreversible decline in the provision of world-class instrumentalists.

Inspired by a visit to Moscow's Central School for Young Musicians, Menuhin set out to develop a specialist music school in the UK for extraordinarily gifted children. These boys and girls, aged between seven and nineteen, would come from all corners of the globe, regardless of their race, creed or parents' financial position. His vision was that the School would not only attract potentially the most outstanding performers of their generation in string instruments and piano, but that they would also become well-rounded and compassionate people as a result of the high quality academic activities and pastoral care provision. Menuhin was also passionate in his belief that the School should share its music with the local community.

In 1964 the School moved from London to its current location in Cobham, Surrey, and gradually expanded to include new teaching and boarding blocks. In 1973 the School was accorded special status as a 'Centre for Excellence for the Performing Arts' and was one of the first schools to receive support from the Department for Education's Music and Dance Scheme. January 2006 saw the opening of the 300-seat Menuhin Hall, greatly enhancing the performance opportunities for the pupils. In 2016, new Music Studios were opened, providing state-of-the-art teaching and practice facilities.

Starting with just 15 pupils in September 1963, the School has expanded significantly over the last five decades while remaining true to Menuhin's values and ethos, and currently hosts 86 boys and girls from 22 nationalities.

## Purpose of the role:

The Menuhin Hall, our 300-seat concert venue, is seeking three new members of our Bar staff, to welcome audience members, and sell drinks at the bar before events and during the interval.



## Key points about the role:

**Contract type:**

Casual (an average of at least 3 events per month, minimum 3 hours each, with sign-up for at least 3 events per season expected)

**Reporting to:**

Hall Manager

**Start date:**

ASAP

**Salary:**

£10.50/hour

## Main duties and responsibilities:

### To set up bar before events.

- Set up any backstage refreshment requirements prior to the arrival of the artists.
- Prepare The Menuhin Hall Bar for all concerts/events with neatly polished and arranged glasses/crockery.
- Ensure all wine/drinks that need to be cooled are cooled to the appropriate temperature for sale at any event.
- Ensure that tills and card readers are working as expected.
- Place all signs relative to the event on the bar (for example bar prices).
- Make sure that the dishwasher is ready for use during the event.
- Assist in checking and reporting on stock levels.

### To serve drinks to customers and ensure satisfactory customer service

- Ensure that alcohol is served according to the school's licence and with appropriate regard to legalities of sale (ie pricing display, units sold in, under-age drinking etc).
- Ensure that the bar and foyer is kept clean and presentable at all times, resetting and cleaning the area as necessary before intervals and left clean and tidy after the start of the second half or by the end of each concert.
- Leave the kitchen/bar prepared for use the following morning whether there is an event scheduled or not.
- Report any incidents or damaged equipment to Bar Supervisor.



## How to apply

To request an application form or to discuss the role in more detail, please contact Lucy Flower at [recruitment@menuhinschool.co.uk](mailto:recruitment@menuhinschool.co.uk).

Your application form should be completed in full and returned along with a covering letter to Lucy Flower by noon on **15 October 2021** at the latest. Early applications are encouraged, and interviews will be held on a rolling basis; as such, the School reserves the right to close the application process early should a suitable candidate be found.

The Yehudi Menuhin School is committed to safeguarding the welfare of children. The School is registered with the DBS and successful applicants will be required to complete successfully the Disclosure Procedure at Enhanced level. It is an offence for a person barred from working with children to apply for this post.

The Yehudi Menuhin School is an Equal Opportunities employer and welcomes applications from all sections of the community.



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