



The
Yehudi
Menuhin
School

SOUS CHEF

Candidate Information Pack



Closing date for applications:
Friday 15 September 2023

(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

The Yehudi Menuhin School

Founded in 1963 by the world-renowned violinist and educator Yehudi Menuhin, the School provides a place for musically gifted children from around the world to develop their talents to the highest level within a stimulating academic environment. It was accorded the status of Centre for Excellence in the Performing Arts in 1973 and has a global reputation as one of the world's leading music schools.

Today's school provides a holistic education for around 80 exceptional pupils aged from 11 to 19, with specialist tuition on the stringed instruments, piano and classical guitar. Pupils split their time between their academic and musical studies and are given many opportunities to perform in front of an audience. Concerts take place regularly in The Menuhin Hall, but also in local state schools, care homes and churches, carrying on Menuhin's belief in the importance of giving back to the community.

Pupils are admitted based on talent, potential and passion for music, not on their ability to pay the fees. Today, around 90% of pupils require some level of financial assistance to attend YMS. The School is one of nine specialist UK schools that are supported by the Department for Education's Music and Dance Scheme.

YMS Alumni include renowned international soloists such as Nigel Kennedy, Nicola Benedetti CBE, Tasmin Little OBE, Alina Ibragimova, Valeriy Sokolov, Kathryn Stott and Melvyn Tan. Many other alumni are shaping the global cultural landscape through teaching at leading conservatoires and performing with world-class orchestras and chamber ensembles.

As the School approaches its 60th anniversary in 2023, YMS is developing exciting new programmes to reach a wider number of pupils, including a recently launched Virtual Menuhin School and other initiatives that will aim to introduce much younger children to the joys of classical music. In the meantime, September 2022 will see the opening of YMS's first international school, in Qingdao, China, bringing YMS's unique music education model to talented young musicians from around the Far East.

About the role:

The Sous Chef will support to ensure that the kitchen delivers and maintains a first class, freshly prepared and nutritionally compliant menu. The successful candidate will work with the Head Chef to develop menus and maintain high levels of compliance and will deputise for the Head Chef in their absence.



Key points about the role:

Contract type:

Permanent

Reporting to:

Head Chef

Direct reports:

1 -2 depending on the shift

Start date:

ASAP

Hours:

Flexible working: the role is mainly Monday to Friday, but it can include weekends; particularly during holiday periods

Probation Period:

3 months

Pension:

Contributory stakeholder pension scheme (13.5% employer contribution)

Salary:

£28K-£32K per annum (pro-rata) based on skills and experience.

Location:

Cobham, Surrey, UK

Holidays:

25 days per annum

Other Benefits:

- Free School lunch during term times
- Excellent facilities
- Free parking
- Use of the School's swimming pool when available
- 24/7 access to AXA Thrive app for mental wellbeing
- AXA Health telephone line access for medical support and advice
- 24/7 access to DAS counselling services
- Life Assurance
- A health cash plan provided by Medicash

Key Duties & Responsibilities

Core Catering:

- To ensure the timely delivery of all school meal services on shift
- Menuhin Hall Café (Under Development):
- To ensure sufficient products are available for the café service

Events:

- To work with the Head Chef to deliver internal and commercial events

Financial:

- Supervise the delivery of stock, ensuring that all items are checked against the invoice
- Follow the kitchen cost management production procedures
- Follow stock control procedures

Food Safety and Health & Safety:

- Ensure that on each working shift all processes are followed and that all current legislation is implemented

Menu Engineering:

- To work with the Head Chef to develop nutritious menus within budget constraints that appeal to the student body
- Working with the Head Chef to develop menus for premium functions & events

Staffing:

- Promote a can-do culture in the kitchen ensuring that each team member on your shift is motivated and directed to deliver a best-in-class product
- Where required, train staff to complete new tasks and develop new skills

Leadership & Motivation:

- Motivate your team and lead by example to deliver the best food and service for pupils

Communication:

- Attend school food committees and action feedback received
- Be proactive in your relationships with support and academic colleagues

Allergens:

- Follow the kitchen allergen procedures at all times

Monthly Responsibilities:

- Prepare the equipment maintenance report



- Prepare one theme day menu for the following month, which reflects school life or calendar events
- Complete the monthly deep-clean schedule and paperwork
- Be in charge of the student birthday requirements each month

All members of staff are expected to commit to the wider life of this busy boarding school, including attendance at (or participation in) evening concerts as required.

No job description can hope to capture all tasks that may be required of a member of a boarding school staff. All staff are expected to fulfil any reasonable expectations from the Headmaster

Person Specification

The successful candidate will:	Essential	Desirable
A minimum of two-years of experience as Chef De Partie in a larger kitchen		
NVQ Level 3, or City & Guilds equivalent, or recognised qualifications		
An effective communicator		
Proven culinary skills, this role will involve a trade test		
Good numeracy/literacy skills		
An excellent motivator, someone who really enjoys a busy kitchen environment		
Flexible working: the role is mainly Monday to Friday, but it can include weekends; particularly during holiday periods		
First Aid at Work Qualification		
All offers on employment are conditional subject to:		
Trade Test		
Enhanced DBS check		
UK right to work check		
UK and EEA prohibited list checks		
Satisfactory references		
Medical declaration		
Verification of qualifications		

Shortlisted candidates will be assessed using:

- Completed application form
- Covering letter
- Interview
- References
- Documentary evidence
- Scenario-based activity

How to apply

If you would like any more information about the post, or would like to discuss the job before applying, please contact HR by email recruitment@menuhinschool.co.uk or call 01932 864739.

Click [here](#) to fill out our [application form](#).

Closing date for applications: **Friday 15 September 2023.**

Your application form should be completed in full and submitted along with a covering letter addressed to the Head, Mr Ben Gudgeon. Early applications are encouraged, and 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.



 @menuhinschool

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 The Yehudi Menuhin School

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