



JOB DESCRIPTION

Job Title: **Head Chef**, La Mare Wine Estate
Reports to: Production Manager
Line Management: Chefs and other kitchen staff

Introduction

La Mare Wine Estate and Distillery is a unique venue situated in the beautiful Jersey countryside, comprising a working estate of vineyards, orchards and beautiful grounds. Established in 1972, La Mare has grown from a small vineyard into a busy tourism attraction, wedding and corporate venue as well as producing a range of local products. Set in the peaceful grounds of a traditional 18th century granite farmhouse, La Mare Wine Estate is a working 25 acre domain, committed to creating the very best wines, ciders and spirits, along with hand-made preserves, fudge, chocolates and Jersey Black Butter, produced within the Genuine Jersey range.

The estate is a fascinating combination of history and tradition. Comprising of historic buildings and beautiful gardens; extensive vineyards and orchards; function rooms, a winery, distillery and estate kitchens which produce genuine jersey produce. The Estate offers the highest quality Weddings, Corporate Events, Tours and Tastings and produces a range of delicious products all made on the Estate. In addition to the main Estate, the company also has two retail outlets situated in King Street, and the Airport selling products from the Estate range.

The key Benefits -

This is a unique role within a dynamic business which offers the benefit of working a five day week in low season with consecutive days off and a six day working week during high season, if required.

Most shifts are straight daytime shifts with evening work only required on event days.

Four weeks paid holiday per year. Attractive salary with bonus.

This role offers the opportunity to lead development of the department into new areas.

1. Job Purpose: The Role

The Head Chef reports directly to the Estate Production Manager. The Head Chef is responsible for all food production for weddings, corporate events, outside private dining and the estate's visitor center Café. During the off/ season (normally January to March) the role will also involve working in other areas of the estates food production business include our chocolate manufacturing, preserves and bakery kitchens.

This role will be responsible for menu development, food purchase specifications, budgeting and management of the kitchen staff whilst the department maintains the highest food quality and the highest hygiene standards. The Head Chef will work closely with the Events Manager and Head of Sales to ensure the delivery of the best possible eating/dining for La Mare Wine Estate's customers.

2. Responsibilities – Accountabilities

2.1 Manage the kitchen staff to include recruitment, scheduling and co-ordination of work of the other Kitchen Staff including rotas, training, internal communication and performance management with special focus on developing and maintaining a strong team who are able to produce high quality food in a timely manner and within budget.

- 2.2 Manage budgets to ensure that food preparation is economical and technically correct.
- 2.3 Evaluate food products on a regular basis to ensure that La Mare's quality standards and expectations are consistently maintained.
- 2.4 Ensure that high standards of hygiene, cleanliness plus adherence to all health and safety policies are maintained throughout all kitchen areas at all times.
- 2.5 In conjunction with the Production Manager and Head of Sales, design and develop menus for the weddings, corporate events, outside private dining and the estate Café.
- 2.6 In conjunction with the Production Manager and Head of Sales coordinate policies and procedures between the kitchen and front of house teams to maintain efficient food service, high quality food and the best possible eating experience for the La Mare Wine Estate customers.
- 2.7 Implement measures to minimize food costs; exercise portion control for all items served and work with the Production Manager in establishing menu prices.
- 2.8 Prepare reports as and when requested by the Production Manager on food and resourcing cost and take corrective action to ensure that financial targets are met.
- 2.9 Establish and maintain controls to minimize food waste and theft.
- 2.10 Safeguard all food handlers work practices by implementing training to increase their knowledge about safety, hygiene and accident prevention.
- 2.11 Cook, and directly supervise the cooking of, skill intensive items.

3. Skills – Knowledge – Experience

- 3.1 Have a Degree/Diploma in Culinary Arts and / or previous chef experience within a high end commercial restaurant / banqueting business.
- 3.2 Demonstrates an ability to produce a high volume of work in a timely manner, which is accurate, complete and of a high quality.
- 3.3 Proven budget management experience with volumes exceeding £100,000 per annum.
- 3.4 Excellent interpersonal and influential skills combining diplomacy with the ability to manage and motivate staff.
- 3.5 Drive and energy to lead and manage a small team and keep them on board and working to high standards.
- 3.6 Cross-functional working skills.
- 3.7 A creative and open-minded approach to problem solving.
- 3.8 Demonstrates and evidences excellent culinary skills.

Excellent organisational and communication skills are necessary to turn ideas into reality. Good project management and time management skills are a must together with the ability to communicate effectively at all levels both orally and in writing.