



Casual Cook - Shearwater Care home

Salary: Band: 5, approx. £15.00 per hour.

Hours: This is a casual contract - there are no set hours you will be asked to work as and when required.

Portsmouth Local Authority is committed to safeguarding and promoting the welfare of 'adults at risk' and expects all staff and volunteers to share this commitment.

DBS Disclosure at Enhanced level will be required prior to any offer of employment and this post is exempt from the Rehabilitation of Offenders Act 1974.

The Service

Shearwater is in Milton area of Portsmouth and is a purpose built 60 bed dementia residential home, which opened in August 2009. The accommodation is spread over 2 floors in units of 20 per floor. All bedrooms have a private ensuite with a shower. The home also has a good-sized garden for residents to enjoy

We currently have around 100 staff working different roles and different shifts throughout the home. The second floor is currently not occupied and is being used for the council's contingency plan, plus activity area for residents.

Our philosophy is to encourage independence, though we recognise severe dementia may require residential care. We promote well-being through person-centered activities and support diversity.

What is the purpose of Adult Social care from a service user perspective?

Help me, when I need it, to live the life I want to live.

As a service we take pride in our work by valuing others, focusing on what's important so that we make a real and positive difference. Our values are outlined in our Ways of Working and if they reflect how you are and how you work then this could be the role that meets your expectations.

What is the role?

- Supporting the current team of 2 cooks with cover during absences.
- Support managing a set budget and producing nutritionally based meals, including special dietary requirements.
- Support planning and producing a varied and exciting menu to meet the requirements of residents using seasonal produce.
- Following the stock ordering process for the kitchen and dealing with various suppliers.
- Checking the delivery of supplies and arranging appropriate storage.
- Preparing food on a daily basis with the help of a kitchen assistant/s.
- When on duty you will support/oversee the overall Health & Safety in the kitchen within the scope of the cook role, including induction or support of new staff or agency workers.



- Responsibility to report any concerns to the senior team in a timely manner.
- Support the wider Shearwater team to ensure all kitchens records are kept up to date, including resident nutrition information records, servicing of equipment, policies and procedures are being followed.
- When on duty you will ensure the kitchen cleaning schedule is being completed and ensuring all kitchen staff are following national guidance provided including COSHH.
- Supporting the activity team to cater for special activities, events and residents' birthdays.

Who is the person?

You need to have:

1. An advanced qualification in catering, for example, City and Guilds 701/702 and a basic food hygiene certificate (or working towards a suitable qualification)
2. Experience of ordering stock and dealing with suppliers.
3. The ability to support the Cooks to keep within a set budget whilst still providing a quality menu offering variety for residents whilst minimising waste.
4. The ability to cook for up to 40 residents, possibly more during events.
5. A good knowledge of food and nutrition requirements, according to National Guidance, for our specific service, including a good range of special dietary requirements and be able to plan seasonal menus to reflect this.
6. Knowledge and understanding of food safety including IDDSI and food intolerances or allergies. (Please discuss if training is required in this area).
7. Proven cookery skills including producing quality cakes, pastry, savoury and sweet dishes with balanced flavour and attention to detail.
8. Flexibility in being able to adapt to changing workloads of the team, offering support to meet the requirements of the service.
9. Good interpersonal and communication skills required for the kitchen team, wider team and residents with dementia.
10. The ability to organise and lead kitchen staff by setting the right example.
11. An understanding of the policy regarding safeguarding vulnerable people. Training will be provided.

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.

General Data Protection Regulation (GDPR)

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