



**CATERING
LEAD**

**JOIN US
AND HELP
MAKE A
DIFFERENCE!**



ROLE PROFILE: CATERING LEAD

SALARY OFFER: £33,000 – £35,000
(Dependent on experience)

LOCATION: Until the Dome Youth Zone in Crewe, is fully operational, you will be required to work in other locations. Some hybrid working may be required.

REPORTING TO: Head of Operations & People

DIRECT REPORTS: Catering Team

CONTRACT: Permanent Full-Time, 37.5 hours per week.

BENEFITS:

- 33 Days holiday (inclusive of bank holidays).
- Workplace pension
- Access to our Employee Assistance Programme.
- Free meals on duty (once The Dome opens).
- Free gym access (once The Dome opens).
- Access to OnSide's Talent Academy; bespoke training and mentoring.

THE ROLE

The Catering Lead plays a central role in shaping the atmosphere and daily experience of young people at The Dome Youth Zone. More than running a kitchen, this role creates a safe, welcoming social hub where young people can relax, connect, and feel at home. The Catering Lead ensures that every young person, regardless of background, ability, or circumstance has access to affordable, nutritious food in an environment that feels friendly, respectful, and inclusive.

This role is responsible for designing and delivering a catering offer that reflects the needs and preferences of young people, while also modelling healthy choices and positive routines. By maintaining high standards of food safety, organisation, and service, the Catering Lead helps build trust with young people and their families, reinforcing The Dome's commitment to safety and wellbeing.

The role also supports the sustainability of the Youth Zone by managing budgets effectively, building positive relationships with suppliers, and contributing to community events and fundraising activities. Ultimately, the Catering Lead helps ensure that The Dome Youth Zone is not just a place to go, but a place to belong—where good food, good company, and good experiences come together to support young people to thrive.

ALL THE DOME EMPLOYEES ARE EXPECTED TO:

- Be a role model for young people, present a positive 'can-do' attitude and take personal responsibility for your own work.
- Work within the performance framework of the charity and live the values and behaviours of The Dome and OnSide Network, contributing to a culture of high performance, continuous improvement and a young person first, team always ethos.
- Represent and promote the Youth Zone positively and effectively in all dealings with internal colleagues and external partners and assist with any promotional activities and visits that take place at The Dome.

JOB DESCRIPTION

KEY RESPONSIBILITIES

- Lead the catering provision, ensuring that the café is an integral part of the Youth Zone offer and contributes to the support and development of young people.
- To be responsible for managing a sustainable service; taking responsibility for pricing, the provision of a popular menu, working to a strict budget and minimise waste.
- To undertake and supervise the preparation of food and beverages served in the café area, as well as for events, internal bookings and room hire.
- To create stock control procedures and ensure they are adequate, up to date and adhered to.
- To serve food and drinks to Youth Zone members, ensuring they receive a great level of customer service.
- To line manage the catering team, together with arranging and managing staffing rotas for the café, including staff holidays, within the staffing budget.
- To record catering performance against key indicators e.g. number of meals served and weekly profit.
- Develop and adjust menus based on food availability and nutritional needs, cooking a wide range of home cooked foods.
- Build and maintain connections with local food banks and suppliers to ensure The Dome Youth Zone is getting the best service for young people.
- To establish and complete cleaning schedules (including all work surfaces, storerooms and ancillary areas) which maintain excellent standards of cleanliness, ensuring they are adhered to at all times and accurately recorded.
- To ensure all Health & Safety and Environmental Health requirements are adhered to, namely:
 - Reporting of all faulty equipment
 - Reporting of any health & safety issues
- Compliance with food hygiene regulations, in particular ensuring food is stored appropriately and at correct temperatures, and record all high-risk food temperatures on delivery and prior to service
- To order and control all stock, including identifying alternative suppliers.
- To handle cash and the subsequent financial administration in line with the Youth Zone's financial procedures.
- Commit to a culture of continuous improvement,
- To actively participate in the delivery of the Volunteer Strategy, supervising and supporting volunteers across the Youth Zone and championing their contribution with staff teams
- Comply with all policies and procedures, with particular reference to safeguarding, codes of conduct, health and safety, equality and diversity to ensure all activities are accessible.
- To be alert to issues of safeguarding and child protection, ensuring the welfare and safety of Youth Zone members is promoted and safeguarded, and to report any child protection concerns to the Designated Safeguarding Lead using the safeguarding policies, procedures and practice (training to be provided).
- To carry out any other reasonable duties as requested by the management team.

SELECTION CRITERIA

EXPERIENCE

- Working at a senior level within a catering environment.
- Dealing with a wide range of customers.
- Cash handling, stock control & ordering.
- Planning & costing menus.
- Supervising catering staff.
- Experience of working with/mentoring a team of volunteers.
- Planning & providing healthy meals including nutritional information.

SKILLS, KNOWLEDGE AND ATTRIBUTES

- Ability to communicate clearly and effectively with a wide range of people and follow instructions.
- Ability to prioritise work and manage time effectively.
- Ability to work on own initiative and part as a team.
- Ability to organise tasks and a small team of staff.
- Ability to relate well to young people.
- A wide-ranging repertoire of meals for young people.
- A basic understanding of nutrition.
- Knowledge of Health, Safety and Environmental issues.
- A willingness to work unsociable hours.
- A willingness to cover events, holidays and staff absence.
- Enhanced DBA clearance and a commitment to safeguarding young people.

QUALIFICATIONS

- | | |
|---|-----------|
| • Advanced Food Hygiene Certificate. | Essential |
| • NVQ Level 3 Catering or other recognised qualification. | Desirable |
| • First Aid Qualification . | Desirable |
| • GCSE or equivalent literacy and numeracy. | Essential |

PERSON SPECIFICATION

Applicants will be expected to demonstrate the experience, skills, knowledge and aptitudes listed, throughout the recruitment process. However, if you don't meet every single requirement but feel you have strong and relevant transferrable skills or lived experience to draw from, we encourage you to apply anyway.

Why?... Studies have shown that women and Black, Asian, Mixed Race & other ethnically diverse people are less likely to apply for jobs unless they meet every single criteria/competency. The Dome and the Onside Network are dedicated to driving change and to building diverse, inclusive and authentic workplaces, so if you're excited about this role but your past experience doesn't align perfectly, please tell us how your experience is transferable.....

You may be just the right candidate!

GENERAL INFORMATION

The normal hours of work are 37.5 hours/week. Working hours are likely to vary. Please feel free to get in touch if you would like more information on shift patterns.

During the first months as part of the induction the successful candidate will have the opportunity to visit and spend time in operational Youth Zones, this will involve travel. The practicalities of this can be discussed during the process.

For information on how The Dome Youth Zone processes your data, please read [Here](#).

EMPLOYEE BENEFITS

HEALTH & WELLBEING

- **FREE ONSITE GYM**
Stronger body. Clearer mind. Better day.
- **ACCESS TO OUR EMPLOYEE ASSISTANCE PROGRAMME**
- **FREE HOT MEAL FOR STAFF & VOLUNTEERS**
We make sure everyone is fuelled for the day. Enjoy a freshly prepared hot meal during your shift – on us. Because good work starts with feeling looked after.

GROWTH & OPPORTUNITY

LEARNING & DEVELOPMENT OPPORTUNITIES

Grow your skills. Shape your future. We invest in every member of our team with access to ongoing training, workshops and development pathways. Build confidence, strengthen your practice and take the next step in your career.



TIME THAT MATTERS

ANNUAL LEAVE & FLEXIBILITY THAT WORKS FOR YOU

Flexible working options to support balance and wellbeing.

We value your time, your life outside work and the things that matter most.

IMPORTANT PERKS

BENEFITS THAT BACK YOU

- **BRANDED WORKWEAR** so you're part of the team from day one
 - **ENHANCED MATERNITY & PATERNITY PAY**
 - **COMPANY SICK PAY** when you need it
 - **WORK PLACE PENSION** to support your future
 - **EXCLUSIVE DISCOUNTS** just for our staff
- Because great youth work starts with a supported, valued team.



BEHAVIOUR:
THE WAY IN WHICH
ONE ACTS OR
CONDUCTS ONESELF,
ESPECIALLY
TOWARDS OTHERS

**ALWAYS
DO WHAT'S
RIGHT
FOR YOUNG
PEOPLE**

We put young people at the heart
of everything we do – every
decision, every action,
every day.

**BE BRAVE
BE BOLD
BE AMBITIOUS**

We take smart risks, try new things,
and learn from mistakes – because
ambition and growth come from
courage.

**LIFT
EACH
OTHER UP
KEEP EACH
OTHER
SAFE**

We look out for one another
– young people and team
members alike – building trust,
safety, and support so everyone
can thrive.

**LISTEN
DEEPLY
ACT
RESPECTFULLY**

We respect every voice
– especially young people's
– and act on what we
hear with integrity
and care.

**BE
AUTHENTIC
BE
AWESOME
GO
BEYOND**

We show up with authenticity
and positivity, celebrate individuality,
and strive to bring our best selves
every day.



APPLICATION PROCESS

To apply:

Email a CV and Cover Letter (no more than one page) to Recruitment@TheDomeYouthZone.org

2. Your Cover Letter should provide the following information:

- Why do you want to work for us?
- Looking at the person specification: briefly describe how your skills and experience (including lived experience) make you a good candidate for this role. (200 words max).
- How you demonstrate your commitment to fairness, equity and respect.
- Confirmation you are eligible to work in the UK (the successful candidate will be required to provide documentary evidence before a job offer is confirmed).
- Any reasonable adjustments we can make to assist you in your application or the selection process.

3. This role will be based in The Dome Youth Zone, Crewe, and in accordance with our Child Protection and Safeguarding procedures, this position requires an Enhanced DBS Check.

- Do you have any unspent conditional cautions other than convictions under the Rehabilitation of Offenders Act 1974?
- Do you have any adult cautions (simple or conditional) or spent convictions that are not protected as defined by the Rehabilitation of Offenders Act (Amendment) (England and Wales) Order 2020?

RECRUITMENT PROCESS

- **Phase 1: Formal Panel Interview:** Shortlisted candidates will be invited to attend a formal interview at the Dome office in Crewe.
- **Phase 2: Practical Assessment:** For candidates who are successful in Phase 1, you will be invited to The Dome offices for a practical session with our Young Person's Development Group



ABOUT THE DOME YOUTH ZONE

Crewe Youth Zone, named “The Dome” by local young people is a brand-new locally run youth charity, set to provide thousands of young people with the opportunity to have fun, make new friends, try something new and feel safe. With community centric values and located in the heart of Crewe, it will be an inspiring place for young people aged 8 – 19, and up to 25 for those with additional needs, to enjoy their leisure. The building is due to be completed in 2026. It will change the lives of thousands of young people each year – delivering social impact on an incredible scale. State-of-the-art facilities will offer over 20 activities—including sports, arts, culture, and recreation—available every evening, weekend, and school holiday, showcasing our commitment to providing the best for young people.

The Dome is based on a proven model of youth service and youth work provision that is aligned to community needs and supported by cross-sector funding. The Dome will give young people affordable access to services designed to empower them to lead healthier, positive and more active lives, raising their own aspirations and their community. Watch here you see the power of Youth Work and the impact attending a Youth Zone has had on young people and see the support The Dome will provide to young people.

[Archie's story #ButWhenImHere](#)

[Mala's Story #ButWhenImHere](#)

ABOUT ONSIDE

Potential is everywhere. In every home on every street, from affluent suburbs to inner-city estates. The difference is that some young people get every opportunity to explore their potential. Others don't.

OnSide is a national charity that believes all young people should have the opportunity to discover their passion and their purpose to find what they've got and where it could take them.

OnSide funds and builds state-of-the-art, multimillion-pound Youth Zones in the country's most economically disadvantaged areas. They train the amazing people that run them, and they offer continuing support via the nationwide OnSide Network where they can learn and grow, share their stories, and celebrate their success together.

This is passionate, properly funded youth provision, with no ifs or buts. It's about giving young people a chance to shine in an environment where they can be themselves.

It's about opportunity.

OUR COMMITMENT TO EQUITY, DIVERSITY & INCLUSION

As an equal opportunities employer, we welcome applications from under-represented groups; in particular from Black, Asian, Mixed Race & other ethnically diverse individuals, people with disabilities, and members of LGBTQ+ communities. Our dedicated ED&I Group, with support from the Senior Leadership Team, is actively promoting and advancing diversity and inclusion at OnSide, ensuring a culture where everyone can be themselves and thrive.

