



JOB TITLE: Dive Thru Café / Kiosk Manager (PT Seasonal)

PAY: Competitive / Negotiable – Dependant on Experience

ACCOUNTABLE TO: General Manager

START DATE: Mid May or negotiable

HOURS: Flexible depending on the desires / experience of the candidate

Role Context

Petersfield Open Air Swimming Pool (POASP) is looking for a seasonal Kiosk / Café Manager to be responsible for setting up, running and closing down the Café/Kiosk for the 2022 season. The Dive Thru café was set up in 2021 and there is already a good model in place from which to start. The kiosk aspect of the role involves selling key items that are useful to customers (e.g. bathing caps, swim nappies, sun screen) as well potentially expanding the offer of POASP merchandise. There is also potential to explore and deliver catering options for events and private parties.

This job is ideal for someone who loves the pool, comes with relevant experience from elsewhere and fancies a change or for someone who has worked in a café / shop and is looking to step up to a more responsible and encompassing role. The main aspect of the role is ensuring that the café / kiosk runs smoothly and profitably and offers fare that is appealing to the demographic of customers that come to the pool.

Depending on the candidate's experience, needs and wishes, this role could be limited and strategic with most front of house being done by café staff and pool attendants, or it could involve also some hands on in the café day to day. This role reports to the POASP General Manager. It is envisioned that once set up, staffed, and running smoothly, it would be possible to take time away during the summer.

Principle Accountability

- Setting up the café / kiosk based on an expanded model of the Drive-Thru café
- Liaising with food and merchandise suppliers.
- Working with the General Manager to ensure that the café is appropriately staffed to meet the peaks and troughs of the season
- Ensuring that the café/kiosk runs smoothly, and profitably and in a customer friendly way
- Exploring and delivering expanded offers related to catering to events and parties

Desired Skills and Attributes

Interpersonal Skills

- Able to plan and organise
- Enthusiastic about the pool, its ethos and about swimming generally
- Excellent communication skills when dealing with the public and a genuine desire to interact with customers and serve the community
- A team-player, able to motivate and foster team working and work collaboratively with others
- Ability to manage / supervise young employees
- Professional mature attitude
- Creative and solutions oriented

Technical Skills

- Experience in Café / Catering / Venue
- Food Hygiene Certificate – Level 2 minimum (Level 3 desired)
- Business skills – ability to analyse basic numerical data, gather insights to set and modify business direction
- Basic IT skills (MS Suite – Word, Excel, PP)
- Skilled in the kitchen / BBQ and an appreciation for good quality, healthy food