

Job Description

Café Assistant - Barista

Hours of work: 8 hours per week (including weekends and bank holidays, subject to the rota). Additional hours may be available in addition to these contracted hours on a zero hours basis.

Type of contract: Fixed Term until 31st October 2025

Based at: Nature Discovery Centre, Thatcham

Croner rank: 8

Job Purpose

Whilst this role will have an emphasis on expertly preparing and serving high-quality coffee and beverages, maintaining a clean and efficient workspace, and contributing to a positive team environment, it will also be expected to assist in other aspects of the daily running of our busy Café.

Reporting Line

The post holder reports to the Café Supervisor

Line Management

This post has no line reports

Key Tasks

- Preparing and serving high quality hot and cold beverages, including coffee, espresso drinks, teas, and specialty drinks, quickly and efficiently
- Providing an excellent level of customer service
- Cash and card transactions, and using a till
- Ensuring the cafe and visitor seating area is kept clean
- Assisting with stock rotation and reducing waste
- Food preparation, including cooking a basic menu and baking
- Promoting a positive image of the organisation to all visitors
- Following all policies, procedures and health and safety requirements
- Any other tasks as requested by the Café Supervisor or Visitor Operations Manager

Person Specification

- Barista skills would be preferable but are not essential
- To be welcoming, approachable and confident in dealing with people
- Ability to use initiative
- Excellent organisational skills
- Ability to work under pressure

- Good team player
- Ability and willingness to demonstrate the BBOWT behaviours of Connect; Grow; Lead by Example; Positivity; and Conscious Inclusion
- Ability to undertake Food Safety certification and Allergy Awareness Training*

*Training will be given to pass these courses within a month of starting. Failure to achieve the standard required in these tests may result in your contract being ended.

Measurements Of Success

- Consistency in provision of high quality hot and cold beverages
- Capable in all cafe tasks
- Compliance with food safety and cafe procedures
- Seen as a valued member of the team