

Job Advert

Catering and Café Manager

We are looking to appoint to a part-time fixed-term role of Catering and Café Manager at GodFirst Church.

Help Build a Welcoming Community Hospitality Space

We are looking for an experienced and enthusiastic Catering and Café Manager to help establish and grow our café and catering services within our church charity.

Our site includes a fully functional self-contained counter service café serving visitors, church users, and guests using our room hire spaces.

The site also includes a separate fully equipped commercial kitchen providing catering for larger events, room hire functions, and community activities.

This is an exciting opportunity for someone who enjoys both strategy and hands-on delivery – someone who can create strong operational systems while building a warm, welcoming space where people feel connected, valued and part of a community.

Our café is more than a café – it is part of our wider mission to create community, encourage connection, and reflect Christian hospitality through welcome, care, and service.

You will:

- Set up systems and procedures for both café and catering operations
- Develop a strong community-focused café environment
- Lead food safety, compliance, and hospitality standards
- Support sustainable income generation through hospitality services• Help shape a space where people can meet, belong, and engage

We are looking for someone who:

- Has strong café, catering, or hospitality management experience
- Can build systems and processes with financial sustainability from the ground up
- Understands commercial kitchens and food safety compliance
- Is organised, proactive, and people-focused
- Has a heart for community engagement and service.

Job Title

- Catering and Café Manager

Salary and Hours of Work

- £28,000 – £34,000 FTE (dependent on experience and suitability).
- Initially 15 hours per week.
- Fixed-term contract for 18 months, with significant opportunity for growth to a permanent contract as café use and catering demand increases.

Responsible to

- Sent Vision Deacon

Applications

This is a leadership role – it is an opportunity to help create a thriving community space that serves people and strengthens local connection.

If you would like to help build something meaningful, we would love to hear from you. To apply please fill out the application from which can be found – www.godfirst.church/vacancies and send to hello@godfirst.church.

GodFirst Church Vision

To be Transformed People who Transform the World

GodFirst Church is based in Christchurch, Dorset. GodFirst Church was planted around 30+ years ago, starting as a small group of courageous believers spurred on by the expectation that there was so much more to press for. They took a stand, risked everything but were convinced that God was with them and utterly convinced that where they were going would be worth being all in.

Through that growing band of pioneering men and women the Kingdom of God did advance resulting in salvations, church plants, justice, joy, healing freedom, hope and so much more flowing to the surrounding area and into the nations.

GodFirst Church is now a congregation of around 300 men, women, and children. Today we can stand on their shoulders with a thankful heart and once again we can hear the voice of God telling us that there is so much more. Moving forwards requires new thinking and new activity. There are no well-worn paths where we are going.

In April 2018 we purchased a 24,000 square foot building on Airfield Road Christchurch and embarked on a project to provide a launchpad for the next 30 years and beyond as we continue with the vision, and journey with God.

Responsibilities

Key Areas	Detail
Operational Development & Systems Setup	Create consistency, peace, and seamless continuity for the working environment so volunteers feel secure because they know exactly what is expected of them.
Community Engagement & Café Culture	Establish belonging and connection to break down barriers for people who might never attend a Sunday service but feel safe coming in for a coffee.
Compliance, Food Safety & Health	Build flawless reputation and physical safety as a form of care as a practical expression of love and protection for the community.
Financial & Commercial Management	Work towards long-term sustainability and Kingdom resource stewardship to fund more local projects.
Café Operations	Maintain excellence that honours guests by serving great coffee, maintaining a clean space, and keeping wait times low.
Catering & Events	Provide a smooth, compassionate, and stress-free catering service that allows families and businesses to focus entirely on event they are attending.
Team Leadership	Lead volunteers by actively mentoring, giving a sense of purpose, and helping experience the joy of serving the community together.

Personal Specifications

Personal Character	<ul style="list-style-type: none"> • A genuine, welcoming warmth that makes everyone – from regular congregation members to vulnerable locals stepping in off the street – feel valued and safe • Calm under pressure and highly flexible • Patient, encouraging, and highly collaborative • Trustworthy, reliable, and humble • Socially aware and inclusive
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<p>Experience</p>	<ul style="list-style-type: none"> • Proven experience managing a café, catering operation, hospitality venue, or commercial kitchen • Experience setting up operational systems and procedures from the ground up • Strong understanding of food safety and hospitality compliance • Experience managing staff, rotas, and/or volunteers • Experience with stock control, supplier management, and budgeting • Experience balancing customer service with commercial performance
<p>Skills</p>	<ul style="list-style-type: none"> • Strong organisational and planning ability • Excellent leadership and people management skills • Ability to work independently and proactively • Commercial awareness with strong community focus • Excellent communication and relationship-building skills • Practical, flexible, and solutions-focused approach
<p>Knowledge</p>	<ul style="list-style-type: none"> • Food Hygiene Regulations and HACCP • Health & Safety legislation within hospitality environments • Allergen management and food safety compliance • Customer service excellence • Commercial catering and event hospitality operations

Desirable Requirements

- Level 3 Food Hygiene qualification (or willingness to obtain)
- Experience working within a church, charity, or community organisation
- Experience developing community café environments
- Experience in volunteer-led settings
- Barista training or café retail experience
- Sympathy with and understanding of Christian values and church-based community work

Terms and Conditions

- The role, subject to employment contract, is a part-time fixed-term role, with 3-month review.
- The appointment is 15 hours per week.
- The role holder will be entitled to 13 days paid holiday inclusive of statutory Bank Holidays.
- The role is subject to a 5-month probationary period with immediate termination and thereafter on two weeks' written notice by either party.
- Appointment is subject to proof of eligibility to work in the UK.
- Ideally the successful candidate would start as soon as possible, whilst respecting their existing employment commitments.