

# Camphill Milton Keynes Communities

## Job Description

<b>Job Title:</b>	Part-Time Day Services -Bakery Support Worker
<b>Reports to:</b>	Bakery Workshop Supervisor
<b>Purpose:</b>	To provide support to the Bakery team

### ***Key Responsibilities:***

- Work with and support adults with learning disabilities in a bakery setting.
- Work within the legal requirements met by the Food Standards Agency for catering supervisors
- Work as a general bakery assistant sympathetic to the training needs of residents and co-workers, ensuring they abide by the legal requirements and responsibilities as food handlers.
- Work alongside the team to perform duties with other staff members and co-workers, to ensure all aspects of bakery work are carried out to a high standard. This includes bread, pastry, savoury and cake preparation and cleaning duties.
- Support 'Pop-up' bakery sales directly to the public maintaining good customer service and food safety standards.
- Package products, storage and stock rotation.
- Maintain high standards of cleanliness in the building by carrying out cleaning tasks.
- Take responsibility for the day to day running of the Bakery in the absence of the Bakery Supervisor.
- Provide holiday cover by working additional hours if required.
- Complete any other task set by the Bakery Supervisor.

### ***Staff Training & Personal Development***

- Participate in supervision and staff appraisal.
- Attend staff meetings when required.
- Participate in ongoing in-house and external professional and personal development activities.
- Complete mandatory induction training.

### ***General:***

- Build a professional working relationship with residents and colleagues.
- Represent CMKC in a positive and professional manner.
- Adhere to confidentiality procedure.
- Comply with CMKC and social care workers Codes of Practice.

- Comply with CMKC policies and procedures.
- To work in accordance with CMKC mission and vision statement and statement of values.
- The above list of duties is indicative only and not exhaustive. You are expected to carry out all such duties as are reasonably commensurate with the role