Community Cookery Teacher & Kitchen Manager

Salary: £32,250 per annum
Hours of work: 40 hours per week
Working days: Monday to Friday
Contract: Permanent
Reporting to: Head of Food Education
Location: Square Food Foundation, The Park, Daventry Road, Bristol BS4 1DQ. You will occasionally be required to work off-site in community settings.

Requirement: This role is subject to an enhanced level DBS check. A criminal record is not necessarily a barrier to employment at Square Food Foundation.
Closing date:
Monday 30th November 2026 (5pm)
Interviews: W/c 7th December at Square Food Foundation. Please tell us when you apply if you are unable to attend this week.

About Square Food Foundation
Square Food Foundation is a food education charity and cookery school based in South Bristol. Our main aim is to make cooking from scratch accessible for people of all ages and abilities. We run free and subsidised cookery classes from our friendly kitchen in Knowle West, alongside a weekly recipe kit programme and regular school partnerships.

Learning to cook gives people the opportunity to be in control of their health, wellbeing and budgets. Rooted in our local community, we work with groups of people who often face multiple barriers to these opportunities.

You can read more about our impact here.

The role
We are looking for a motivated, enthusiastic team player with a passion for empowering people to build confidence through cooking. In addition to your teaching duties, you will be responsible for keeping our beautiful community kitchen running smoothly.
You'll be joining a small but growing team who work closely together to bring the joy of food and cooking to everyone we work with.

This combined role brings together teaching and kitchen management, giving you a hands-on part in both our classes and the running of the kitchen. Below we have broken the role down into Community Cookery Teacher and Kitchen Manager responsibilities. The split of the role is roughly 60% cookery teacher and 40% kitchen manager.

Community Cookery Teacher
Working with our dedicated team, you'll help plan and deliver Square Food Foundation's busy programme of cookery workshops and courses for learners from Bristol's schools, community groups and charities. Working with diverse groups and settings, you'll help to build cooking skills and confidence, support healthier choices and bring people together through conversation, inclusion and community connection.

Community Cookery Teacher & Kitchen Manager

Your teaching responsibilities

- Plan and deliver engaging, safe cookery sessions for different learner groups, adapting activities to participants' abilities.
- Create schemes of work and a time plan for each session, taking into consideration the agreed stakeholder aims and objectives.
- Set-up and prepare for all your classes, with the support of our cookery class volunteers.
- Supervise and delegate to our volunteers, including a class briefing so everyone understands their role.
- Deliver team building sessions with other cookery teachers for corporate partners and supporters. This is an important part of our work for income generation.
- Ensure you have adequate time to respond to emails and calendar requests and liaise with the operational team on class recruitment and logistics.
- Positively and proactively collaborate with our Project Coordinators to sure programme monitoring and evaluation is completed to a high standard and in a timely manner.

Kitchen Manager

This role is vital to the success of the cookery school. You will lead on all health and safety aspects of running a kitchen, while also ensuring the kitchen remains accessible and welcoming for students and volunteers. You will be responsible for ordering all the ingredients, kitchen sundries, small equipment and managing stock rotation.

You will lead on the coordination of 150 recipe kits each week which are sent to food clubs and schools. You'll ensure recipes have accurate allergen information and adapt recipes and ingredient orders for dietary requirements. You will be supported by a Project Coordinator who is responsible for formatting all the recipes and adding allergy information. You will also have the support of our volunteers who, under your guidance, will help to weigh, measure and pack ingredients.

We have a Community Cookery Assistant who supports the kitchen three days a week, and will support you with daily tasks including paperwork, bins and recycling, cleaning and any other tasks that support the running of the kitchen.

Your kitchen management responsibilities

- Ordering for all classes and recipe kits.
- Working with partners such as FareShare South West and Arthur David to maintain a positive relationship.
- All health and safety, including HACCP and COSHH.
- Ensure all staff have the relevant and up-to-date food hygiene training.
- Welcome and support volunteers, keeping the kitchen accessible and inclusive.

Community Cookery Teacher & Kitchen Manager

- Organise and help prepare lunch for staff and volunteers.
- Allocate tasks to the Community Cookery Assistant and volunteers, including recipe kit packing, cleaning and class prep.
- Manage stock rotation and surplus ingredients to reduce food waste.
- Coordinate food waste collection and other waste services.
- Manage the cleaning schedule and organise regular deep cleans with volunteers.
- Manage batch-cooked meals from team building sessions and coordinate the distribution with the Project Coordinator.

Person specification

SKILLS AND EXPERIENCE	
ESSENTIAL • Experience of teaching cookery to adults and children • Experience of working in a community setting and/or with adults/children with additional needs • Strong practical cooking skills and knowledge of basic nutrition • Ability to manage several interlinked projects and competing tasks • Computer literacy and confidence handling routine administration • Passion for food education and sharing your knowledge • Strong understanding of EHO standards • Strong understanding of allergen legislation • Ability to delegate to volunteers and kitchen assistants • Understanding of safeguarding vulnerable children, young people and adults • Strong understanding of Equality, Diversity and Inclusion	**DESIRABLE** • Food Hygiene Certificate • Experience teaching young people aged 16–25 who may present challenging behaviour • An understanding of food insecurity • An interest in growing food and gardening • An interest in minimising food waste and sustainability • Health and safety experience in a busy environment • Knowledge of the local BS4 area • Driving licence and use of a car • Understanding of mainstream and alternative education provisions

Community Cookery Teacher & Kitchen Manager

PERSONAL ATTRIBUTES
• Committment to Square Food Foundation's vision: **a community where everyone has access to nutritious, affordable food and the skills to prepare it** • Ability to build positive working relationships with students, staff, volunteers and external agencies, and appropriate relationships with people from all walks of life • Confidence and compassion when teaching and supporting learners • Ability to adapt your teaching to different groups and individual abilities • Good communication skills, both verbal and written • Initiative, effective time management and the ability to prioritise your workload • Excellent organisation and attention to detail • Ability to work as part of a team • Commitment to equal opportunities and diversity in practise • Willingness to work occasional evenings and weekends and off-site in community settings
REQUIREMENTS
• Sucessful applicants will need to provide proof of eligability to work in the UK • Ability to provide documentation for an enhanced DBS check • Names and contact details for two referees

What we offer

- A free, delicious staff lunch every day, shared with colleagues, volunteers & students
- Flexible working arrangements where possible
- 25 days paid annual leave, plus bank holidays
- Pension scheme
- Cycle to work scheme
- Training and development opportunities

Disability Confident employer

If you consider yourself disabled and meet the essential criteria in the Person specification, we guarantee you an interview. As a Disability Confident employer, we value recruiting and retaining disabled people. We'll make reasonable adjustments throughout the interview process and provide ongoing support during your time with us.

Application process

Please complete the application form linked to the job advert. Send your completed application to Charlotte Fife, Head of Food Education, by 30th November 2026 via email to: **charlotte@squarefoodfoundation.co.uk**