



ST PETERS GIRLS

Position Description: Early Learners' Center Cook

Level: Casual

Reports to: ELC Head Cook

The School

At St Peter's Girls' School we focus on collaboration, creative thinking, and innovation, seeking to foster independent thinking and our core values of courage, creativity, and compassion in every student. We aim to develop motivated, versatile, and curious students who carry a love of learning throughout their schooling years and beyond. We have a proud history of 130 years, providing outstanding educational opportunities for students from Early Learning to Year 12. Our all-in-one campus, located in leafy Stonyfell and just 5km from Adelaide's CBD, boasts spacious grounds and state-of-the-art facilities. We are an authorised IB PYP & DP World School.

St Peter's Girls seek to employ people who embody character and influence within their personal and professional lives. We are committed to providing our staff with opportunities for ongoing development and career progression.

About the Role

The Early Learners' Centre (ELC) Cook is responsible to the Business Director through the ELC Head Cook. They will play an essential role in assisting in the planning and preparation of nutritious, healthy, and delicious meals to support the development of Positive Mental and Physical Wellbeing.

- Operations include food preparation, food deliveries, cleaning, maintaining appropriate hygiene in food and service areas within ELC
- Engage with the children as part of the community
- Integrate the children and staff with the kitchen garden
- Provide documentation of the garden to plate participation from children and staff
- Provide a seasonal menu with a sustainable approach
- Extending the children's palate by supporting willingness to try new foods
- Cultural inclusion
- Contribute to a supportive and inclusive work environment

Work Health Safety

- Perform the above duties in line with safe work practices and processes, and conduct oneself at work in a manner that is safe to self and others
- Adhere to health and safety regulations/guidelines in accordance with legislation relating to the handling, storage, and preparation of food
- Report all hazards, incidents and accidents in accordance with the School's WHS policies and procedures
- Use any equipment provided in manufacturers' intended way, without modification, to ensure safety is maintained
- Follow reasonable instruction given by the School in relation to health and safety at work

Skills and Experience

- Demonstrated experience as a Cook
- Certificate in Cookery (desirable)
- Knowledge of food safety standards, current hygiene practices and dietary requirements
- Ability to work in a team environment
- Strong communication skills
- Valid Working with Children check (or willingness to obtain one)
- Valid First Aid Certificate

A Career at Saints Girls

- Unique opportunity to work in a highly regarded independent school that upholds a culture of excellence
- Collaborative and passionate team environment with a connected and inclusive community
- Internal and external professional development opportunities
- Contemporary and high-tech learning spaces
- Opportunities to engage in co-curricular offerings and School events
- Well-resourced and supported teaching and learning
- Onsite parking available
- Employee Assistance Program

Conditions

This is a casual position working approximately 16 hours per week for 52 weeks per year, over four days. This role has the potential to be made permanent.

This position is classified as ESO Grade 1 Level 1, with salary determined by the *St Peter's Collegiate Girls' School Enterprise Agreement*. Other conditions are as outlined in the Enterprise Agreement.

Cherylyn Skewes
Principal
March 2024