



Head Chef Position Description

“Would you like to help make one million free meals a year for charities from food that was destined for landfill? A leading Melbourne charity is looking for someone to manage its Abbotsford kitchen and set up a second one. Our aim is to give away one million meals a year.”

FareShare

FareShare (formerly One Umbrella) was started nine years ago by a handful of people concerned about the amount of waste in the food industry and the growth of hunger and malnutrition in Melbourne. Since then it's steadily grown to the point where this year 3,000 volunteers will make 400,000 meals which will be given to 100 charities. On top of this we will give away a further 250 tonnes of food to agencies.

FareShare receives quality surplus food from wholesalers, catering companies and supermarkets and makes meals for soup vans, homeless shelters, food banks, and schools breakfast programs.

We are very much a volunteer based organisation. We run on a minimal budget and all of our meals are provided free to charities.

We are now looking for a person to oversee our production.

The position

This position is responsible for ensuring we make safe, tasty and nutritious meals from the food we receive. With an abundance of surplus food being donated by committed businesses and a rapidly growing volunteer base, we have set a goal of making one million meals a year.

The position is based in our kitchen in Abbotsford and takes a very hands on role in overseeing production during our two day-time shifts. It is also responsible for organising evening shifts, although these are supervised by volunteers.

The Head Chef is supported by a paid chef and volunteer coordinator and another paid staff member who manages our relationships with food donors and charities.

Each morning shift consists of up to 15 volunteers – most of whom help once a week. Afternoon shifts are made up of a combination of regular volunteers and groups sent by our corporate partners. Evening shifts are currently overseen by qualified chefs who volunteer their time and are mostly made up of regular volunteers. There is also currently one Saturday morning shift.

Given the fundamental contribution volunteers make to our production the person must have excellent relationship-building skills. We also seek to educate volunteers about food waste and food insecurity and so verbal communication skills and a passion for rescuing food and helping those less fortunate is essential.

FareShare rescuing food. fighting hunger.

1 Thompson Street Abbotsford VIC 3067
Tel +03 9428 0044 Fax +03 9428 d1844 Web www.fareshare.net.au

Position's primary objective

To increase FareShare's production of meals to one million safe, tasty, nutritious meals a year for distribution to charities across metropolitan Melbourne.

Responsibilities

- 600,000 safe, tasty, nutritious meals prepared in the first year
- Adherence to food safety standards and procedures
- A safe and professionally presented kitchen
- Immediate, short and medium-term production plans
- Good working relationship with staff and volunteers
- Accurate records of the food produced
- Maintenance of a Food Safety Plan
- Establish a second kitchen in Abbotsford
(in a warehouse 20 metres from our existing kitchen)

Criteria

- Formal food handling qualifications
- Experience managing large kitchens or food production facilities
- Excellent verbal communication skills
- Experience establishing and maintaining relationships with staff and/or volunteers
- Creativity and innovation in a kitchen or food processing context
- Proven ability to plan and self-organise
- Enthusiasm for food rescue and a commitment to food relief
- First Aid accreditation

Terms and Conditions

Full time. Monday to Friday, 9am - 5pm.

Salary \$65,000 plus superannuation. FareShare is a Public Benevolent Institution and can offer favourable salary sacrificing arrangements to augment this salary.

FareShare staff are required to undertake their responsibilities in a manner consistent with OH&S and EEO policies and procedures.

To Apply

Applications addressing the above criteria should be sent to:

Marcus Godinho
Executive Officer
FareShare
1 Thompson Street
Abbotsford Vic 3067
or e-mailed to: marcus.godinho@fareshare.net.au

Applications should include the names of two referees and close 5 February 2010.

For further information contact Marcus Godinho on 0416 180 802.