

**35 hours per week. Monday – Thursday, alternating Fridays and Saturdays.  
Occasional evening working will be required.**

**£28,000 (depending on experience) per annum plus 9% Employer Pension  
Contributions**

**Contractual Location is Saints Nuneaton, Newdegate Street, Nuneaton, CV11  
4ED**

### **The Role of Café Manager**

We are looking for someone who will have overall responsibility of the café provision for Saints Central. They will be responsible for ensuring all food and drink provisions are delivered to a high quality and all health and hygiene requirements are met.

The Saints Central café also seeks to support young people not in education or employment and also volunteers from the local community by providing training, experience and mentoring. Therefore, the Café Manager will be working with this cohort in support of the charities wider aims.

### **The main responsibilities of the Café Manager are:**

- Having overall responsibility for the café provision for Saints Central, ensuring all health and hygiene requirements are met, while overseeing kitchen staff.
- Develop positive, professional relationships with customers, staff, young people and volunteers.
- Oversee the training and mentoring of staff, volunteers, training placements according to individual needs.
- Act as head chef to create delicious, creative drinks and menus that encourage customers to purchase items from the café, while also maximising profit.
- Form part of the Saints Central Senior Leadership Team to provide hospitality that supports our various community projects, including Saints Student Lounge, in line with overall charitable aims and objectives.
- Line manage the Café Lead and Café Assistants to ensure all Health & Hygiene regulations are adhered to and the café runs to a high standard, addressing customer complaints and concerns promptly.

### **What we are looking for in a Café Manager:**

- Health and Hygiene Certificate.
- Experience with assisting in the delivery of excellent catering and hospitality within a relevant customer-facing, high-pressured setting.
- Experience of leading within a café/ hospitality setting.
- Familiarity with good menus, recipes and running a café at a profit.
- Ability to form and sustain positive relationships with staff, young people and volunteers in a busy environment.
- Ability to work under pressure.
- Ability to multi-task.
- Demonstrates a commitment to the vision and values of TFC and Saints Central.
- Demonstrates reliability and is hard-working.

**This post reports to Saints Central Centre Manager and is based in Saints Central, Newdegate Street, Nuneaton, CV11 4ED**

### **Equality, Diversity and Inclusion Statement**

We welcome Diversity at Together for Change

We are dedicated to employing staff with diverse backgrounds, abilities and working styles.

We understand that a diversity of ability can involve a diversity of needs.

We are committed to actively supporting all staff members to fulfil their potential.

If you have a disability, long-term illness or are neurodivergent, and feel this prevents you from meeting any of the essential criteria, please contact us to discuss the adjustments we can make for you. If you meet the shortlisting criteria then we guarantee that we will offer you an interview.

All employees undertake equality, diversity and inclusion training.

### **For more information....**

Full job description and Person Specification are available from <https://coventry.anglican.org/about/vacancies/>

For an informal discussion regarding this role, please contact Saints Central Centre Manager, Greg Cooper at [admin@saintsnuneaton.org](mailto:admin@saintsnuneaton.org)

Closing date for applications: Tuesday 27<sup>th</sup> January 2026 at 12noon.  
Interviews will take place at Saints Nuneaton: Tuesday 3<sup>rd</sup> February 2026.

Please send completed applications to:

Email: [Recruitment@Coventry.Anglican.org](mailto:Recruitment@Coventry.Anglican.org)

Or post to:

Simone Smith, HR Manager, Coventry Diocesan Board of Finance, Diocesan Offices, 7 Priory Row, Coventry, CV1 5EX.