



Appointment of

CHEF

(FULL TIME)



“Our mission is to proclaim the transforming presence of Jesus Christ through biblical teaching and practical training, equipping men and women for service in His Church worldwide.”

BACKGROUND TO CAPERNWRAY

Capernwray is an international interdenominational, Christian Bible School and Holiday Centre located in a beautiful setting near Carnforth in Lancashire.

Capernwray opened in the spring of 1947 under the leadership of Major and Mrs Ian Thomas. It was here that the Capernwray Missionary Fellowship of Torchbearers was established, drawing UK and European youth to the North of England. The Bible School was started to disciple young believers, enabling them to deepen their faith and understanding of the Word of God.

Since then Capernwray has grown significantly while still seeking to fulfil this vital ministry of teaching and evangelism through the Bible School and Holiday programmes. Capernwray was the founding centre of Torchbearers International which now encompasses 24 similar centres worldwide and with whom Capernwray enjoys a strong association. The international perspective of Capernwray is evidenced by the large numbers of overseas staff, guests and students. Capernwray accommodates up to 160 students or 200 guests. There

are approximately 40 full and part time staff, 20 year long volunteers on our Serving and Leadership Training (SaLT) programme and a substantial number of short term voluntary staff serving seasonally throughout the year.

Capernwray has gained an international reputation as a centre for full-time study and holidays aimed at enabling people to experience the life-changing work of Jesus Christ. The Bible School courses (Level 3, NCFE-accredited) provide practical biblical instruction, equipping men and women to serve the Lord's purposes wherever they may be. The School is accredited by the BAC as a short course provider (6 and 3 month courses which can be taken individually or sequentially) and receives glowing inspection reports.

The Holidays provide priceless opportunities to meet new friends while learning and discussing the truth of who Jesus Christ is and how He is relevant to all ages in the present day. Refreshment and relaxation in a scenic environment enhances the teaching of the Word.



PERSON SPECIFICATION AND KEY RESPONSIBILITIES

Job Title: Chef

Accountable to: Catering Manager

Salary: £25,550 (with potential provision of on-site accommodation)

We are looking for a Chef to work with the Catering Manager, other Chefs and the Dining Hall staff to provide meals for our community.

Your key responsibilities will include:

- To prepare tasty and nutritional food (meals, snacks and other refreshments) for students, guests, voluntary workers and staff in accordance with the different programme requirements.
- To work with the Head Chef in training, encouraging and supporting members of the Kitchen and Dining Hall team, both staff and volunteers;
- To work with the Head Chef when ordering food and managing waste, to adopt stock rotation, to check deliveries of food for quality, temperature (frozen and chilled food) and training volunteers in this skill;
- To follow agreed recipes and quantities to maintain quality and consistency, ensuring that food and ingredients are ordered in accordance with menu requirements and taking the required steps to minimise food waste and manage budgetary concerns;
- To work with the Head Chef to maintain a standard of excellence in cleaning and hygiene, especially in the kitchen and wash-up areas, and to ensure that health and safety standards are observed in all food preparation and storage areas and in the use of equipment and to maintain accurate records of refrigeration, blast chiller, raw and cooked food temperatures.
- To provide food for special diets and ensure allergen requirements are met in food storage, preparation and service;
- To supervise kitchen volunteers and student duties;
- To support the Head Chef to ensure a fair and reliable rota and leave schedule.

ABOUT YOU

You will be expected to have the essential skills, knowledge and experience listed below.

Essential Skills:

- Ability to independently prepare and cook large quantities of food to a consistently high standard.
- Good knowledge of food hygiene, food safety, allergen management, and Health & Safety requirements.
- Ability to follow recipes, menus, and portion controls accurately.
- Strong organisational and time management skills, with the ability to prioritise workload and meet service times.
- Ability to work independently using initiative, while recognising when to seek advice or support.
- Excellent communication and interpersonal skills, with the ability to work effectively with colleagues, volunteers, suppliers, and customers.
- Ability to maintain high standards of cleanliness and comply with all food safety procedures.
- Reliable, flexible, and able to adapt to changing priorities and workloads.
- Physically able to undertake the duties of the role, including prolonged standing, lifting, and moving catering equipment and supplies.

Desirable Skills: (If you do not have these do not be deterred from submitting an application, as full training will be provided where necessary.)

- Relevant catering qualification (e.g. NVQ Level 2 or equivalent in Professional Cookery or Catering).
- Food Hygiene Level 2 or Level 3 Certificate.
- Experience of working in a care, community, education, or charity catering environment.
- Experience of supporting or working alongside volunteers and staff.
- Experience of preparing and cooking food in a commercial or catering environment.

ABOUT YOU

Key Responsibilities common for all Capernwray staff:

- To participate in Capernwray's community life, including attendance at staff meetings, prayer meetings and social events, and to assist in other elements of the ministry's functioning as required.
- To contribute to the Capernwray Holiday Programme and Open Days as agreed.
- To participate in a Bible School 'Family Group', offering friendship, direction, pastoral nurture and encouragement to the students within it.
- To willingly and regularly affirm the ministry's [Statement of Faith](#), the [Torchbearers' Principles & Practices](#), our [Values](#) and [Mission Statement](#).

WHAT WE OFFER AND HOW TO APPLY

This role carries an occupational requirement for the applicant to be an active Christian and to subscribe to the ministry's Statement of Faith. Under current UK employment legislation you will need to show you have a right to work in the UK.

Safer recruitment	Capernwray is committed to safeguarding and ensuring the welfare of children, young people and vulnerable adults. References, a Voluntary Self-Disclosure and an Enhanced DBS check will be required for this role.
Salary	£25,550 with potential provision of on-site accommodation.
Annual Leave	30 days (including public and bank holidays) increased to 32 days after three years' service, increased to 34 days after 5 years' service, and increased to 36 days after seven years' service. The Capernwray holiday year runs from April to March. Usually 3 days annual leave is required to be taken when the Hall closes for 5 days at Christmas.
Hours of Work	37.5 hours typically spread over five 7.5 hour shifts (eg 7am - 3pm, or 11:30am - 7:30pm) in a 7-day working week, with a paid 30 minute tea break and unpaid lunch break, but may include occasional split shifts and some earlier, later, longer or shorter shifts. Some weekend working and availability outside of normal working hours will be required although working patterns are designed to permit substantial involvement in a local church.
Pension Scheme	Auto-enrolment pension scheme. Our current contribution rates are 4% for the employee and 7.8% from the employer.
Additional Benefits	Meals and refreshments are provided while you are working. Staff also benefit from a discount in the Beehive Cafe and Bookshop, free use of the swimming pool, sauna and other sports facilities, and a discount for staff family members at Capernwray Bible School, Night School and on Capernwray holidays and guest accommodation. There is a generous sabbatical policy for every staff member who completes seven years continuous service.

Please complete your application on our website: capernwray.org/application-for-employment

If you wish to speak to someone informally about this position before applying, please contact Amy Slater, Catering Manager (amy.slater@capernwray.org), or Mike Gregory, Finance & Operations Director (mike.gregory@capernwray.org).

Closing date: 11 August 2026
Starting date: As soon as possible

STATEMENT OF FAITH

1. The Bible is, in its entirety, the revelation of God for mankind, inspired by the Holy Spirit.
2. God is the triune God: Father, Son and Holy Spirit.
3. The Lord Jesus Christ is God's Son being one with the Father. All things are created by Him and for Him.
4. Through the action of the Holy Spirit, and born of the Virgin Mary, He became man.
5. He was without sin and of His free will, and by His sacrificial death upon the Cross, He brought about salvation for this fallen world.
6. He is the only mediator between God and man, and by accepting His salvation through faith, man is justified from his sins and receives forgiveness and eternal life.
7. Jesus Christ is risen bodily from the dead.
8. Jesus Christ will return to deliver just judgement and to bring all things to completion.
9. The Holy Spirit is God in unity with the Father and the Son.
10. Through the outpouring of the Holy Spirit, Jesus Christ comes to dwell within those who accept Him through faith.
11. Through the presence of the Holy Spirit, a person becomes a new creature, and is being transformed into the likeness of Jesus Christ.
12. Jesus Christ adds those who believe in Him to his Body. This is His church on earth, of which He is the Head.

