

We are Hiring

Cook

Youth Ministry Trust

Job Description

YMT is seeking to appoint a part-time Cook to support the Catering and Hospitality team in providing nutritious, high-quality meals for our retreat guests, visitors, and staff. The successful candidate will contribute to the welcoming and caring environment that is central to the mission of the Emmaus Village.

Cook

Youth Ministry Trust

Candidate Pack

Youth Ministry Trust Mission Statement

We aim to encourage young people into a relationship with Christ and fully into the life of the Church

About the Youth Ministry Trust

The Youth Ministry Trust (YMT) was established as a charity in 2012 and is a subsidiary of the Diocese of Hexham and Newcastle. Its role is to be the youth service of the Diocese, delivering the Bishop's vision and mission for young people.

In 2010, the Emmaus Village was opened and remains a flagship for youth ministry across England and Wales. This residential centre allows YMT to offer a holistic experience that leaves a lasting impact, helping young people from diverse backgrounds explore faith and life issues in a meaningful and interactive way.

The Emmaus Village has four purpose-built chalets, accommodating up to 100 people, and is situated in 20 acres of the picturesque Derwent Valley. Owned by the Diocese of Hexham and Newcastle and managed by the YMT Charity, the Emmaus Village is located in Allensford, Consett.

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Responsible to: Manager of Catering and Hospitality

Hours: 20 hours per week (flexible; will include evenings and weekends)

Annual Salary: £13,520 (based on £13.00 per hour, 20 hours per week, 52 weeks per year)

Location: Emmaus Village, Allensford, Consett, DH8 9BA

DBS Requirement: Enhanced DBS Check required

Key Duties and Responsibilities

- Prepare and cook high-quality meals for young people, staff, and guests, in line with agreed menus.
- Follow all food safety and hygiene regulations, including daily cleaning rotas and HACCP procedures.
- Ensure the kitchen and food preparation areas are kept clean, safe, and well maintained.
- Complete and maintain accurate records related to food safety, cleaning, and storage.
- Support the Manager of Catering and Hospitality with kitchen operations and highlight any issues promptly.
- Provide a warm and welcoming presence during retreat days and events.
- Contribute to the wider mission of the Youth Ministry Trust by supporting its ethos through your work.
- Please note: This role does not include responsibility for food ordering or stock management.

Person Specification

Essential

- Experience working in a professional kitchen or catering environment.
- Demonstrated ability to cook for large groups (typically 50–100 people).
- Valid Food Hygiene Certificate (Level 2 or higher).
- Understanding of food safety, hygiene, and health and safety procedures.
- Flexible and positive attitude; team player who can remain calm under pressure.
- Commitment to upholding the values and Catholic ethos of YMT.

Desirable

- Experience working in a residential or retreat setting.
- Understanding of safeguarding practices.
- Experience engaging with young people or working in community-focused hospitality.

Pay and Conditions

Contract: Permanent (following satisfactory probation)

Pension: Workplace pension scheme available

Holiday: 25 days annual leave (pro rata), plus statutory holidays

Other Benefits: Free on-site parking; Employee Assistance Programme

Application Process

To apply, please send:

- A current CV, including the names of two professional referees
- A letter of application detailing why you would like to work with us and how your skills and experience meet the requirements of the role

Please send your application by email to:
ewatson@ymt.org

Deadline for applications: **Friday 5th September**

If you would like to discuss the role, please contact : ewatson@ymt.org

Additional Information

This appointment will be subject to:

- Two satisfactory professional references
- An Enhanced DBS check
- Evidence of the right to work in the UK
- Completion of mandatory safeguarding training

Safeguarding

The Youth Ministry Trust and the Diocese of Hexham and Newcastle are committed to safeguarding all children and vulnerable adults. All employees are expected to uphold and promote this commitment.

Data Protection

All personal information will be processed in accordance with the UK General Data Protection Regulation (UK GDPR) and only retained for as long as necessary.