



Job Description: Manager - The Giggling Goat Coffee House

Location: Dovecote SEN School, Somerset

Hours: 8:15am - 4:00pm, 5 days a week, 41 weeks per year

About Us:

The Giggling Goat Coffee House is a vibrant community space based at Dovecote SEN School, Somerset. We provide a friendly and welcoming environment for students, staff, and the local community, serving freshly baked cakes and drinks made with locally sourced ingredients. We are dedicated to offering students with special educational needs (SEN) valuable work experience and the opportunity to develop independent living skills.

Role Overview:

We are seeking a dedicated and enthusiastic Manager and Educator to run The Giggling Goat Coffee House. The ideal candidate will have a passion for baking, a talent for working with young people, and an appreciation for local produce. This role combines day-to-day management of the coffee house, hands-on baking, and working alongside our SEN students to create meaningful learning opportunities.

Key Responsibilities:

- **Baking and Menu Planning:** Bake a variety of cakes and baked goods for sale in the coffee house. Plan seasonal menus, using locally sourced ingredients whenever possible.
- **Day-to-Day Management:** Oversee the day-to-day running of the coffee house, including maintaining high standards of customer service, ensuring cleanliness, and managing stock levels.
- **Student Support:** Work closely with SEN students to support their independent learning and provide them with work experience opportunities. Assist students in developing skills in food preparation, customer service, and basic café operations.



- **Community Engagement:** Build and maintain positive relationships with the local community, including working closely with the Women's Institute (WI) and local volunteers to support the coffee house.
- **Local Produce:** Collaborate with local producers and suppliers to source fresh, high-quality ingredients. Maintain a close relationship with Dovecote's farm and horticultural team to incorporate school-grown produce into the menu.

Key Skills and Qualities:

- **Experience in Baking:** Strong skills in baking cakes and other baked goods.
- **Team Leadership:** Experience in managing a small team, with the ability to inspire and lead by example.
- **Catering Compliance:** Experience of leadership within a catering setting
- **Passion for SEN Education:** A genuine passion for working with students with special educational needs, supporting their learning and growth.
- **Organisational Skills:** Strong organisational skills to manage stock, plan menus, and maintain a clean and efficient work environment.
- **Community Focus:** Engaging with the local community, including working with volunteers and suppliers.
- **Flexibility:** Able to adapt to the needs of the coffee house, students, and the community.
- **Creativity:** The desire and talent to develop the cafe

Working Hours and Benefits:

- Hours are 8:15am to 4:00pm, five days a week, during term time (41 weeks per year).
- The role offers an opportunity to make a significant impact within the school and local community, supporting young people in their journey to independence.
- Great opportunity to experience ownership of a fledgling business and develop your entrepreneurial spirit!

