



Horopito Café - Chef & Café Manager Fixed Term Maternity Cover (8 months)

Horopito Café complements the wider environmental ethos of Orokonui Ecosanctuary: a nature reserve where the ecology is being restored, and safe habitat provided for our unique native wildlife. The 9km long predator-proof fence encircles 307 hectares of regenerating Otago coastal cloud forest, with tracks for self-guided walking and guided tours, overlooked by an architecturally designed Visitor Centre that provides a spectacular venue for a range of events. The ecosanctuary attracts a wide range of visitors, with revenue from admissions, cafe, shop, and venue hire supporting its core conservation work.

Horopito Café provides a thoughtful dining experience for visitors to the ecosanctuary, and caters for business meetings, weddings, retreats, and all other functions held on site. Our team strives to lead by example: in our everyday operations, we minimise packaging, compost organic waste, use UV treated rainwater, recycle wastewater, and have solar heated hot water. We are committed to sourcing and serving local produce reflective of regenerative practice, and we are committed to creating opportunities for collaboration and innovation with the wider community. By constantly questioning how we can do better, we hope to inspire others to do better too!

Role description

We are seeking fixed term maternity cover for our Chef & Cafe Manager, for a period of 8-months, mid-March to mid-November 2024. The role encompasses all aspects of cafe management (staffing, stock control, food safety, financial management), plus café-style cooking, catering, and food and beverage service, for both our cafe and in-house catering service.

Hours of work are a minimum of 20 per week, across four days (Monday, Thursday, Friday, and Sunday). Note that the minimum hours reflect the seasonal nature of the business, with a drop off in activity over the winter months. There will be opportunities for increased hours in peak season months, in response to catered events, and to cover other team members on leave.

Core tasks include:

- Quickly establishing positive and supportive working relationships with the team
- Leading and directing staff; training and rostering; maintaining control of wage costs
- Taking responsibility for food safety via the food control plan
- Managing and ordering stock

- Working within in a fixed budget
- Food preparation, for café and a variety of large and small catered events
- Managing food and beverage service, for both café and catered events
- Customer service: liaising with café customers, catering clients, and suppliers
- Working with the wider Orokonui Ecosanctuary team in the delivery of events
- Supporting the wider environmental ethos of the sanctuary, via sustainable practices

This role would suit a motivated and energetic person, who thrives in a close-knit team environment, and has previous experience in the café or wider hospitality sector. The successful applicant will have:

- Experience leading a small team, and maintaining a positive, supportive work environment
- Hospitality sector management experience (staffing, food safety, stock control, budget)
- Excellent cooking skills: baking, café-style items, and catering for a variety of large and small events
- Experience in food and beverage service, including sound barista skills

For further information regarding the role, contact Louise Havill on 027 725 4565. To apply, please send a CV and cover letter to louise@orokonui.nz.

Applications close at 5pm on the Friday the 8th of March 2024.