

Vacancy Summary

Job Title:	Duty Manager - Catering
Salary:	Up to £25,777 per annum (depending on experience)
Location:	Milestones Museum and Basing House, Basingstoke
Hours:	Full time (37 hours per week)
Type of Contract:	Fixed term contract – 9-12 months (Maternity Cover)

We are looking to appoint a **Duty Manager** with specific responsibility for managing the **Catering** offer across Milestones Museum and Basing House. With a focus on delivering high standards, maintaining stock control and adherence to food hygiene legislation, the ideal candidate will also be able to identify commercial opportunities and develop the catering offer accordingly. This role also provides an essential part of the duty management team ensuring that we maximise every visitor's experience of our venues.

Although temporary, the period that this contract covers represents an exciting time at Milestones Museum, as we refurbish our commercial and catering spaces. The ideal candidate would be well positioned to offer relevant feedback during this process and reshape the catering offer following the refurbishment's completion.

If you are looking for an opportunity to join a dynamic organisation and promote the world-class culture and heritage that Hampshire has to offer, please email your CV and a covering letter summarising your suitability for the position to: hr@hampshireculturaltrust.org.uk.

Closing date for applications:	Wednesday 11 September 2019, 12pm
Interview date:	Wednesday 18 September 2019

About the trust

Hampshire Cultural Trust was established in 2014 to promote Hampshire as a great cultural county, and our vision is to be renowned for creating world-class cultural experiences that enrich and transform lives. We manage and support 26 arts and museums attractions across Hampshire and deliver county-wide outreach programmes that bring great culture to local communities. We also deliver a diverse range of wider social impact initiatives targeted at those who are most vulnerable or disadvantaged and who would not usually have access to arts and culture.

HCT is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring service. Applicants successful at interview may be required to undergo Disclosure and Barring service checks as applicable to the role.