



MAGNUS
CHURCH OF ENGLAND
ACADEMY



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Welcome to Reception



Kitchen Supervisor

Contract: Part Time - 1 or 2 days per week, Term
Time Only

Start Date: ASAP

Closing Date: Friday 5th December - 9am

Welcome

Dear Colleague

Thank you for your interest in applying for the position of Kitchen Supervisor at Magnus Church of England Academy. We're really pleased you are considering working with us in a role that is key to our continued improvement and development at our school.

Magnus Church of England Academy is a mixed 11-18 academy in Newark, we are a partner school of the Diocese of Southwell and Nottingham Multi Academy Trust. We are a growing academy, with student numbers increasing year on year, you will be supporting the Principal and working closely with two Vice Principals and three Assistant Principals.

We set high expectations and aspirational targets for all our students ensuring they make outstanding progress through our broad and balanced curriculum and Christian ethos.

We have a great Senior Leadership team that is vibrant, hardworking and supportive and we are truly excited to be looking to gain a new team member.

If you would to discuss this position informally at any stage, or arrange a visit please feel free to get in touch.

In the meantime, we very much look forward to receiving your application.

Yours faithfully

Mrs Anna Martin
Principal

Determination | Integrity | Ambition | Humility | Compassion

Vision & Values

Our Vision

Develop people of good character who achieve excellence and make a positive contribution to their communities.

Our Mission

Our mission is to ensure that:

- students develop the knowledge, skills and character to live happy, healthy and successful lives
- all are included and work hard to fulfil their potential regardless of background or starting point
- student choices are not limited by self-belief, opportunity or circumstance.

This can be achieved at Magnus through world class learning, high expectations and through encouraging personal, moral and spiritual development within a Christian framework.

Our Core Values

Determination

Have the courage to work hard and keep going with a relentless drive to achieve excellence.

"Run in such a way that you may win" 1 Corinthians verse 24

Integrity

Have the strength of character to choose honesty and truth always and be accountable for our actions.

"We are taking pains to do what is right not only in the eyes of the Lord but also in the eyes of the man"
2 Corinthians 8 v21

Ambition

Have the belief and drive to succeed, placing no limits on what can be achieved.

"I can do all things through Christ who strengthens me" Phillips 4 verse 13

Humility

Recognise and respect the value of everyone and celebrate success together.

"Be completely humble and gentle; be patient, bearing with one another in love" Ephesians 4 verse 2

Compassion

Comfort those in need, support those in pain and offer grace to all in our community.

"Be like minded, be sympathetic, love one another, be compassionate and humble" 1 Peter 3 verse 8

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Job Description

Job Title: Kitchen Supervisor

Salary: Grade 4, Within the range £4,671 - £8,720 per annum

Responsible to: Head Chef

Post Objective:

To support and assist the Head Chef with the smooth and efficient running of all sections in the kitchen.

To support the Head Chef with the preparation, cooking and serving of all food.

To be committed to providing the highest standards of food cooking, preparation, quality & cleanliness.

Duties, responsibilities and key tasks:

- To support with the creation of dishes from the Eatwell menus that our students and staff will love, ensuring high quality food is being served that looks and tastes amazing.
- Ensure total compliance with Health and Safety, Food Hygiene and our Food Safety Policy.
- Supporting the Head Chef with all preparation, cooking and serving of hot meals.
- Ensure continuity and consistently high standards in everything we do and everything we serve
- Support in the direction of a team of kitchen assistants.
- Assist with any task ensuring the smooth operation of the kitchen.
- To be support with overseeing the service of food, ensuring all service is well organised, managed effectively and is efficient.
- Adhere to the Trust policies and procedures at all times.
- Show initiative and look ahead to anticipate challenges and opportunities.
- Perform any task or duty under the reasonable direction of the Principal.

The responsibilities of the post may be reviewed and modified in light of the needs of the academy. Any changes of a permanent nature will be incorporated into the job description and will therefore be the subject of negotiation with the post holder.

Note: It is expected that all post holders at Magnus Academy take part in training opportunities provided as part of their continued professional development and that any gained time to be taken in lieu.

The post holder will also be expected to undertake any other tasks as reasonably required by the Principal, Governors or Trust Directors to ensure the efficient and effective operation of the academy.

Person Specification

Category	Essential	Desirable
Education, Qualifications and Training	<ul style="list-style-type: none">• Previous experience in a kitchen environment	<ul style="list-style-type: none">• NVQ in food preparation and cooking or strong evidence of competency
Skills, Knowledge and Experience	<ul style="list-style-type: none">• An excellent cook• A proven career in the catering industry• Be able to demonstrate a love of food through knowledge and skills• Excellent communication skills	<ul style="list-style-type: none">• Experience of working in a busy environment
Other	<ul style="list-style-type: none">• High attention to details• Hardworking and reliable• Good IT skills (email, word, labelling etc.)• Ability to work with and communicate with young people	

Further Information

Why work for Magnus Church of England Academy?

- A school on a journey of continual improvement
- Highly visible and supportive SLT
- Commitment to staff wellbeing with a clear staff wellbeing strategy
- Excellent ECT training programme
- Investment in leadership and career development
- Meaningful and exciting researched informed CPD that supports and develops all staff
- No grading of lesson observations, a belief that everyone is always learning
- Bespoke coaching and development opportunities readily available
- Rigorous and easy-to-use behaviour system
- Well behaved students who are polite, respectful and look smart
- Amazing food available as part of our Eatwell restaurant
- Become part of the Magnus family – an enjoyable and rewarding working environment

Please return all completed applications to HR@magnusacademy.co.uk.

Application Deadline: Friday 5th December 2025 - 9am

Interview Date: TBC

Get in touch

If you would like to discuss the position informally at any stage, please feel free to get in touch by contacting Miss Madison Combellack (PA to Principal), who will organise this for you.

Email: MCombellack@magnusacademy.co.uk.

T: 01636 60066

E: office@magnusacademy.co.uk

Earp Avenue, Newark, Nottinghamshire, NG24 4AB

How to apply

Application forms can be found on the Magnus Academy website: <https://www.magnusacademy.co.uk/our-academy/vacancies/>

All application forms must be completed fully with email addresses provided for **two** referees.

Equal Opportunities

We are an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all colleagues. Our commitment is to treat every individual how they would like to be treated. This is so that you experience a sense of inclusion, feel respected, valued, safe, trusted, and that ultimately, you belong.

All applications are reviewed with your protected characteristics anonymised. This is in line with our commitment to being an equal opportunities employer.

If you would like to discuss any accessibility requirements for the application process or the role, please contact HR@magnusacademy.co.uk and we will be happy to discuss.

Interview

If you have not heard from us within three weeks of the closing date, please assume you have unfortunately been unsuccessful this time.



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& NOTTINGHAM
MULTI ACADEMY TRUST



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