

Position Description

Chef/Cook - Residential Aged Care

Location	Various
Branch	Residential Aged Care Sites
Reports to	Service Manager or Head Chef
Direct Reports	Nil
Effective date of PD	January 2023

Primary Objective:

The Chef and/or Cook is responsible for providing effective and efficient leadership and guidance to meal service staff. The Chef/Cook will develop, implement and evaluate a high-quality meal service which meets the needs of residents in accordance with acceptable nutrition standards

Key Relationships and Position Dimensions:

The position will consult, collaborate and network with:

- Head Chef
- Catering Staff
- Service Manager
- Residents and their families
- Support Centre staff

The position has no indirect reports and is not responsible for any of the operating budget.

Key Accountabilities:

Leadership Accountabilities:

At Lutheran Services, we place equal value on the outcomes we achieve and the behaviours we demonstrate. Our competency framework provides the basis of behavioural expectations for all employees. All positions are accountable to the values and behaviours set out in the Lutheran Services Competency Framework. The Chef/Cook is a **Leader of Self**.

- Ensure that personalised client needs are met through effective application and appropriate escalation of client feedback
- Proactively initiate problem-solving and identify areas for improvement to achieve successful outcomes
- Build strong relationships with team members and clients to work effectively towards common values and goals
- Actively engage in coaching and feedback to guide development and stay focused, resilient, and values-driven
- Work in a simplified and efficient manner to meet service delivery expectations, client needs and organisational objective
- Act in a consistent and proactive manner that identifies and utilises resources efficiently to deliver high-quality outcomes

Role Specific Accountabilities:

- Providing varied, nourishing and aesthetically pleasing meals to residents that meet dietary needs and preferences
- Promote a safe food environment, including the cleanliness and tidiness of the kitchen and associated areas
- Communicate effectively with co-workers, residents and other stakeholders
- Complete and maintain documentation, as required
- Contribute to the advancement of the food service
- Leading the catering staff of the service in a manner that promotes a high performance, innovative workplace culture
- Overseeing all aspects of the catering service's finances, including budgeting, stock control and menu planning
- Developing and monitoring processes for evaluation, review and enhancement of catering services to ensure that they remain cost effective and centred on the needs of the residents

Position Requirements:

Essential:

- Must maintain a valid NDIS Worker Screening clearance or Police Check as per site requirements
- Must hold a valid Queensland Driver's Licence
- Experience with the operation of commercial kitchen equipment
- Possess significant experience in cooking/preparing meals for large groups of people
- Comfortable working within a small team on a wide range of simultaneous tasks
- Effective written and verbal communication skills

Desirable:

- AQF Cert IV (or equivalent Trade qualification acceptable to Lutheran Services)
- Experience within an Aged Care facility will be highly regarded
- Proven leadership experience