



Hopefield Animal Sanctuary & Visitor Centre, Sawyers Hall Lane, Brentwood, Essex, CM15 9BZ

Website: www.hopefield.org.uk

Tel: 01277 201110

Email: office@hopefield.org.uk

Registered Charity Number: 1181186

"Saving Animals Together Since 1983"

Café Team Leader Job Description

Days: Monday, Tuesday, Friday, Saturday & Sunday

Hours: 9:00am – 3:30pm (4:30pm during school holidays, event days, and bank holidays)

Wages: £14.75 per hour

Contract: Full-time, seasonal

Location: Hopefield Animal Sanctuary, Brentwood, Essex

Start Date: By Friday 20th March 2026

Hopefield Animal Sanctuary, a long-standing charity providing a forever home to nearly 700 rescued animals, is looking for a reliable and enthusiastic Café Team Leader to join Max's Café – our 100% plant-based café that plays a key role in supporting the sanctuary.

This is a seasonal role running until mid-December. Please note, the sanctuary usually closes on Mondays, Tuesdays and Fridays from December, so working hours may be reduced during this period.

Key Responsibilities:

- Carrying out stock checks to support ordering and inventory management
- Keeping the catering diary updated and organised
- Serving customers and taking orders via our till system (cash and card payments)
- Maintaining high standards of cleanliness throughout the café
- Assisting with food preparation and service for sanctuary events (e.g., afternoon teas)
- Supporting the team with general café duties and customer service

What We're Looking For:

- Level 2 Food Hygiene Certificate (can be obtained after appointment)
- Sound knowledge of health and safety procedures
- Friendly, professional manner with excellent customer service skills
- Ability to stay calm and work well under pressure
- Strong team player with good communication skills
- Punctual, reliable, and committed to the role

Additional Information:

- Opportunities for additional hours during school holidays and events
- Annual leave is restricted during busy periods (including school holidays); any time off must be covered and pre-approved
- 30-minute unpaid break each day

- This is a SEASONAL position, from the end of March until mid-December

Employee Benefits:

- Company pension
- Free or discounted meals
- Staff discount
- Free on-site parking
- Sick pay