

Information Pack for Post of Café Co-op Worker

A brief history of our business

Today the Eighth Day is a vibrant forward-thinking workers co-operative, our origins began in 1970 as a craft exchange and alternative centre, situated above a boutique in New Brown Street - long since vanished under the Arndale Centre.

In 1971 we opened here at 111 Oxford Road changing from a clothes shop to a wholefood shop with an upstairs clothes shop. As the interests of the workers in a vegetarian, wholefood diet grew, a corner of the shop became a vegetarian cafe. In the early 1980's the co-operative bought the whole building and the cafe moved next door into 109, and in 1994 into 107 as well. We were then 107,109 and 111 Oxford Road.

In 2001 we demolished the old building and moved into our new building in 2003 and have developed our business into the thriving health-food shop and plant-based café that exists today.

Statement of Purpose

On the Eighth Day Co-operative exists to encourage the optimum health of its customers and staff by providing quality vegetarian food and advice, whilst maintaining a caring, sustainable, democratic and ethical business environment for its workers.'

Health of customers & staff – The Eighth Day aims to provide an environment where health care advice and nutritious food can be obtained. This enables staff and the community/ customers to maintain a healthy lifestyle.

Caring – To run a successful business in order to offer secure employment to all staff, enable members to play a part in making decisions that affect them and create empowerment to drive the business forward. The Eighth Day aims to support the wider community by working with charities, food banks & social enterprises.

Sustainability – Reuse, recycle and reduce. We try to tread as lightly as we can and purchase goods and services in the most fair and sustainable way possible. Our aim is to trade with independent producers and manufacturers, with preference given to local, independent, organic producers and other workers' Co-ops. Our business uses compostable and recycled products where possible.

Democratic-The Eighth Day is owned and democratically managed by its members. Each member of the co-op has one vote per proposal which they can use at co-op and departmental meetings to make decisions, this means each member has an equal right and opportunity to discuss ideas, vote on them and influence the direction of the business. All our non-members are paid above the living wage; receive generous discounts, company pension, paid breaks & meals on shift.

Ethical – We support Fairtrade and fair trading, because we believe that it helps farmers, growers and producers in developing countries to get a fair deal. We have a positive commitment to the promotion of equal opportunities and do not tolerate any form of discrimination of staff or customers. This is in line with the Equality Act 2010 and is protected by law.

Person Specification

The person specification is a central part of the application process. Therefore, please ensure you read through the points below carefully. When answering, be sure to include all relevant skills and experiences from your life, these can include paid work, qualifications, hobbies, voluntary work and things that you are passionate about.

- Actively seek out responsibility. Self-management, clear communication & co-operative principles.
- To be capable of continuously representing the business in a professional manner as part of the 'face' of The Eighth Day.
- Personable, confident nature, especially in dealing with the public.
- Reliable, honest and ethical.
- Show understanding of, and commitment to, Eighth Day's statement of purpose.
- Work within the agreed rules and guidelines of the Co-op and department.
- To be flexible and show initiative in all aspects of your work.
- Carry out tasks promptly within an agreed timeframe.

Job Description – Café Front of House worker

Main Tasks

1. Passionately representing the business in a professional manner at all times as part of the 'face' of Eighth Day Café
2. Overseeing and engaging in the efficient day to day running of the Café front of house
3. Setting up the counter and generally readying the Café for the day's business
4. Food safety adherence and allergen awareness & safety adherence
5. Greeting and serving customers.
6. Preparing coffees and hot drinks, and sometimes smoothies & juices
7. Pot washing and cleaning for significant portions of the shift.
8. Working collectively as part of the Café department.
9. Preparing equipment, stock and food ready for the following day.
10. Working within the Eighth Day food hygiene and health and safety policies and actively aiding others to do likewise.
11. Checking deliveries and keeping proper records and helping to unload and bring in deliveries. These can be heavy and involve a lot of lifting.
12. Participating in daily/weekly housekeeping duties and keeping proper records.
13. Helping to maintain the security of the Café.
14. Carrying out any responsibility or task undertaken as promptly, efficiently and professionally as possible.

15. Communicating openly and honestly with colleagues.

16. Reading and listening to communications from colleagues.

17. Working within the agreed rules and guidelines for the co-op and department.

Application forms & job description are available to download from our website:
8thday.coop/about-us/job-vacancies/