



The Sherriff Centre

Weekend Assistant Information Sheet

Title of post:	Weekend Assistant
Reports to:	Team Leader
Hourly rate:	£8
Hours:	Saturday 10 a.m – 4 p.m + Sunday 1.30 p.m – 4 p.m
Probation period:	3 months

Purpose of post:

Working as part of the staff team on weekends to ensure the smooth running of Hullabaloo and the café.

Responsibilities:

- Greeting and seating customers for both Hullabaloo and the cafe
- Cleaning Hullabaloo throughout the day
- Cleaning tables and chairs after each Hullabaloo session.
- Serving customers at the café, operating the till, making hot drinks.
- Clearing tables, loading the dishwasher.
- Carry out toilet checks
- Any other duties as directed by the Team Leader

Supervision:

Daily support + supervision with Team Leader
Monthly supervision with Centre Manager

Person Specification:

- Friendly, helpful and outgoing manner
- Good communication skills
- Confidence to talk to customers
- Willingness to work as part of a team and take direction
- Reliable and trustworthy
- Physically able to complete cleaning and checks of Hullabaloo

Workplace benefits:

- Barista training
- Work experience and references
- Staff discount on food and drink at the café
- Free entry to Sofar Sounds events (in rotation with other staff)
- Regular subsidized staff socials including Christmas party

Other Information:

- Must have a bank account for salary
- Able to provide one work or character reference

How to apply

Send an email to hello@thesherriffcentre.co.uk telling us why you would be a good fit for the job, any relevant experience and your availability.