

# RELIEVER COOK and CAREGIVER

**Reports to: Reliever Pool Manager**  
**Key Relationships: Centre Managers**  
**Authority Levels: none**

## WHY YOU'RE HERE

At BestStart, we stand up and stand out for our children, families and communities. We're leaders in the early childhood sector, we make a difference and we love what we do. We pride ourselves on being an inclusive team. We encourage our people to bring their unique selves to work. If you're passionate about making a difference, you belong here.



### WHAT YOU'LL DO

- Plan and prepare appetizing, nutritious and age-appropriate meals and snacks
- Be an advocate for tamariki at all times
- Always take into consideration individual children's dietary needs and food allergies
- Promote good nutrition for healthy eating
- Ensure you manage food supplies: store and serve within optimum timeframes to minimise waste
- Ensure hygiene is top of mind
- Keep kitchen equipment maintained in safe working order and secure
- Support centre operations on all levels; whatever it takes to deliver quality BestStart care and service to our tamariki, parents and families/whānau.
- When you're not in the kitchen, you will work collaboratively with other educators to create a positive and inclusive learning environment.
- Champion the centre's philosophy and engage in activities that empower and extend tamariki learning.
- Understand and adhere to legal, compliance and regulatory frameworks



### HEALTH & SAFETY

Actively promote and role model health and safety awareness

- Ensure high standards of safety and housekeeping are maintained
- Complete health and safety training as required
- Identify, report and escalate risks, health, safety and environmental hazards within the workplace and take appropriate action
- Understand and meet, any legally binding health and safety regulations relevant to the workplace



### THE SKILLS, KNOWLEDGE AND EXPERIENCE YOU'LL NEED

- Have a love of all things food and a passion for caring about tamariki
- Relevant qualification/certificate, i.e Food Handling Certificate or similar
- Proven track record in menu planning and delivery for young children including adjustments for special dietary requirements
- Experience in cooking for medium to large groups while following basic food and safety requirements
- Maintain professional and respectful relationships
- Demonstrate the ability to have organisational and time management skills and think on your feet!
- Working in a kitchen can be physical work! You will need to be able to withstand working in a hot environment and the physical demands of a kitchen-based role
- Top-notch engagement skills that enable you to work with anyone and create inspiring and long-lasting impressions!