

Baking Team Member



About Leeds Bread Co-op

We're an independent social enterprise and worker co-op, specialising in slowly fermented, hand-crafted bread.

Leeds Bread Co-op was established in the summer of 2012 by 3 founder members, who were motivated to make great quality, delicious bread made with healthy, well sourced ingredients available to the people of Leeds, whilst creating an ethical and enjoyable workplace that provided good livelihoods to the workers.

As well as making excellent baked goods, we strive for a non-hierarchical workplace where empowerment of staff, care of the community and collective self-reliance are at the core of how we function.

Our aims as an enterprise are:

- To be a socially conscious community bakery for the benefit of Leeds residents.
- To produce real bread in a socially and environmentally responsible way.
- To provide an ethical and enjoyable livelihood and workplace to our employees.

About this role

As a core member of the Baking Team, you will share in the responsibility of ensuring all products are made to order to a high standard, including sourdough and yeasted dough in time for deliveries and sales.

This is a fast-paced and physically demanding role - but a rewarding one too. We're looking for someone who is really passionate about and committed to making standout baked goods and to working well in a great team of people.

The main focus of the role will be working on our bench – weighing dough, hand shaping loaves/rolls and prepping various other products. We are looking for a conscientious person able to prioritise tasks and manage the bread throughout the shift including proving.

We may have future opportunities available to the right candidate to extend baking knowledge further including training in other sections of the bakery and/or delivering educational classes (*subject to agreement from members*).

We are a small team and are looking for someone who is well-organised, able to manage their time well and work to schedule, be flexible, responsive and positive – and have fun along the way!

Job Description

Job title: Baking Team Member

Salary: £24960.00 **pro rata** (based on 40 hours/week contract)

Hours: 20-24 hours/week:

- 2 x 8 hour Baking shifts every Thursday and Friday from 1.00pm - 9.00pm
- Plus 1 x 8 hour Baking shift for cover approximately 1-2 times a month, depending on schedule/availability (could be a weekday or Saturday, but would be agreed ahead of time)
- *Additional hours above 20 hours/week would be subject to interest in secondary team hours, please see details below*

Duration: Fixed term 12 months (*subject to a 4 month probationary period*)

Holiday entitlement: 31 days (6.2 weeks) including bank holidays pro rata

Pension: 3% employer contribution

Job purpose:

To ensure all products are made to order to a high standard, including sourdough and yeasted dough, in time for deliveries and sales. To work with the rest of the team in upholding the duties and responsibilities of the Baking Team set out below, including developing the product range, developing production methods, maintaining baking areas, collaborating with other teams, and continually improving.

Baking Team duties and responsibilities:

The information given on this job description is intended to provide an understanding and appreciation of the work of this particular role and its purpose within the organisation. The job description outlines main duties and responsibilities under broad headings only, as it is not possible to specify every item in detail.

The main duties of the Baking Team role include, but are not limited to:

- Hand shape all bread products, according to LBC formula and method.
- Maintain the LBC sourdough culture through regular feeding and temperature control.
- Divide, scale and shape dough by hand.
- Manage preferment and dough proof, both ambient and retarded, using the temperature of ingredients, equipment and environment.
- Implement quality control checks throughout the entire process.
- Maintain a clean and tidy workspace during shift and clean down at the end of shift in line with Food Hygiene and LBC standards.
- Maintain stock (ambient, chilled, frozen, consumables), inventory and equipment by ordering from agreed suppliers.
- Organise baking areas including stock rotation and storage, and equipment layout.
- Communicate effectively to enable an efficient and successful shift, including active listening and giving/receiving constructive feedback.

Secondary team hours

We have **up to 4 hours a week** available for candidates interested and/or experienced in any of the following secondary teams. Please note this is also dependent on staffing levels and business needs at the time of hiring, and may not be guaranteed as part of the contract.

Other teams at Leeds Bread Co-op with hours potentially currently available are:

- Markets & Bakery Shop (*mostly weekend working*)
- Deliveries (*very early morning working*)
- HR
- Site, Maintenance & Cleaning

All Leeds Bread Co-op employees are expected to agree the following:

1. Open, honest and respectful communication, including listening to one another, responding promptly to communications on all workdays, and abiding by our Code of Conduct.
2. Understand each others duties and responsibilities and have a holistic view of the business.
3. Work with individual initiative, including managing and being accountable for own work.
4. Accept the evolutionary nature of collective organisations and that decisions and visions will change to meet the current needs of the members, co-op and wider society.
5. Understand and abide by the rules, policies and procedures of Leeds Bread Co-op.
6. Support the co-op to develop and thrive by seeking and undertaking training and personal development, and by giving and receiving feedback constructively.
7. Work collectively for the good of the co-op and its members.