



## **Evening and Weekend Shift Supervisor**

### **Join our Team – Inspire the next generation of foodies!**

#### **JOB SUMMARY**

At Sprouts Cooking School, we are committed to providing the highest quality children's cooking classes that enrich and inspire children and their families. Our ideal candidate has previous management experience with a growing, fast paced small business. They would be an excellent problem solver, deliver great customer service, have HR experience, think out of the box with difficult internal issues, have a positive dedicated attitude, and love working with and teaching children. This position reports to the Operations Manager.

#### **Responsibilities**

- Understand completely all policies, procedures, standards, specifications, guidelines and training programs
- Utilize prep sheet to prepare all necessary ingredients for class and special events
- Clean and organize prep room
- Assist in logging all wasted and expired food
- Manage inventory of all products
- Put away all deliveries
- Assist in necessary baking and cooking
- Continually assist in washing dishes and equipment for class execution
- Ensure all allergy guidelines are followed
- Ensure that all guests feel welcome and are given responsive, friendly and courteous service
- Supervise teachers and staff to ensure Sprouts quality and safety standards are upheld
- Assist in the setup for all classes, birthday parties and special events
- Ensures systems are in place to create shop standards and policies for our growing environment
- Act as the event planner to assist in organizing all private events, as well as community events
- Fill in where needed to ensure guest service standards and efficient operations
- Ensure proper opening/closing procedures are executed
- Provide exceptional food safety and allergen awareness
- Provide in-store customer service and troubleshooting
- Strong decision-making skills are a must
- Additional responsibilities will be assigned by the Assistant Store Manager

#### **Job Qualifications:**

- 1 - 2 years management/ teaching experience
- Proficient in Microsoft Word and Excel
- ServSafe Protection Manager Certification preferred
- **Evenings and weekend availability a must**
- Must have a flexible schedule
- Must keep a professional appearance with impeccable hygiene
- Possess excellent basic math skills
- Bachelor's or associate degree preferred in business, hospitality, or related field
- Interest in teaching children
- Interest in the culinary arts
- Must be able to lift or move up to 50lbs
- Be able to work in a standing position for long periods of time