



Job Title: Cook in Charge

Organisation: Paxton Trust

Location: [Visitor attraction / Tearoom location]

Hours: Flexible (up to full time)

Salary: Flexible, commensurate with experience

Please send your email cover letter and CV to info@paxtonhouse.com

Closing date: 23/02/26

About Paxton Trust

Paxton Trust manages a popular visitor attraction and local tearoom, known for its warm atmosphere and much-loved homemade food. Fresh baking, seasonal menus, great coffee and a welcoming visitor experience are at the heart of what we do.

Role Overview

We are seeking a passionate and creative **Cook in Charge** to lead our tearoom kitchen. This role offers a **high level of creativity and freedom**, making it ideal for an **ambitious, imaginative cook or baker** who enjoys putting their own stamp on menus and delighting customers with homemade cakes, bakes, soups and savouries.

This is a hands-on, enjoyable role in a lively visitor setting, with scope to develop new ideas, seasonal specials, and signature bakes.

Key Responsibilities

- Bake a wide range of **homemade cakes, scones, traybakes, desserts, soup, savouries and lunchtime specials** with freedom to introduce new ideas and flavours
- Plan and develop **creative, seasonal tearoom menus** alongside traditional favourites
- Take full responsibility for the day-to-day running of the kitchen
- Bring fresh ideas to cake displays, specials, and themed or event-based baking
- Ensure all dietary needs and allergen information are clearly managed
- Manage food ordering, stock control, and waste efficiently
- Maintain excellent standards of food hygiene, cleanliness, and health & safety



PAXTON HOUSE

- Work closely with front-of-house staff to create a smooth, friendly, and enjoyable service
- Support catering for events, group visits, and busy seasonal periods
- Supervise and support kitchen assistants or volunteers where required

Person Specification

Essential:

- Proven experience in a professional kitchen with a strong focus on **baking and homemade food**
- A **creative and ambitious approach**, with enthusiasm for developing new recipes and ideas
- Confidence working independently and leading a kitchen
- Solid knowledge of food hygiene and health & safety regulations
- Flexible approach to working hours, including weekends and peak visitor times

Desirable:

- Experience in a tearoom, café, or visitor attraction
- Relevant catering qualifications (e.g. Food Safety Level 2 or above)
- Experience with both traditional and contemporary baking styles
- Experience managing stock and ordering

What We Offer

- Flexible working hours, up to full time
- Flexible pay, commensurate with experience and skills
- A **fun, friendly, and supportive working environment**
- **Creative freedom** to shape menus and baking offerings
- An opportunity for an **ambitious and creative individual** to truly make the role their own within a much-loved local attraction