



COUNTY LINE CHURCH

Restoration Café Manager (Part-Time)

General Summary:

The overall goal of the Restoration Café Manager is to foster excellence in hospitality by providing exceptional coffee, beverages, food, and service at the Restoration Café. This will be achieved by recruiting, scheduling, and managing all Café volunteers, ordering supplies, maintaining inventory, rotating stock, overseeing financial management, and maintaining a superior level of cleanliness in the café.

Required Qualifications:

- Meets the character qualifications of a Christ follower.
- Attends worship services on a regular basis.
- Assists the Director of Operations and other ministries in accomplishing the church's overall vision and objectives.
- Relates well to all types of people and works well within a team approach.
- Reflects a professional image and church standards through dependability, appearance, and attitude.
- Must have a strong ability to use and learn technology as it relates to communication, organization, scheduling, and planning.
- Experience as a barista or in the food service area.

Specific Duties:

- Supervisory Management: Responsible to recruit, retain, and train volunteers to operate the Café during operational hours and oversee the Café.
 - Must have the ability to create schedules and properly staff the Café with volunteer workers.
 - Must have ability to use and properly maintain and clean the Café machinery such as espresso machine, coffee machines, and blenders.
 - Must have basic computer skills to operate POS system and communicate schedule.
- Inventory Management: Responsible to order, receive, and stock the Café with coffee, drinks, food, equipment, and supplies. Responsible for managing vendor relations and keeping all financial/sales records.

- **Excellent Product:** Responsible for ensuring coffee, drinks, and food provided are of a good quality and represent a high value to our customers at the Café.
- **Financial Integrity:** Responsible for managing all finances of the Café including providing reports to ensure financial viability, setting pricing, and completing tracking of receipts as necessary.
- **Excellent Service:** We seek to serve all people with dignity and respect, adding value to each customer, vendor, volunteer, and employee that encounters the Café experience. Doing so includes friendly interactions, timely service, and efficient checkout system with customers.
- **Excellent Environment:** Responsible to ensure that the café environment is warm, inviting, and conducive to community. The space will be clean and organized at all times. Must be available for and pass health inspection standards. The menu and products should be displayed in a clear and simple fashion.
- **Professional Development:** Responsible to participate in occasional staff meetings and trainings. We encourage growth and continued creativity to keep the café fresh and new to guests.
- **Physical Demands:** Responsible to meet the physical demands and requirements of this job include lifting over 20 lbs. and standing for long periods of time.

Hours and Salary Range:

- This is a part-time position that offers 12-15 hours each week.
- The hours will vary by needs of café operation hours. This may include worship service times and special services such as Baptism and Souper Bowl.
- The salary range is \$13-15 per hour depending on experience.
- This position offers no paid benefits or vacation time.

Interested candidates should email a resume to Allison Carnahan at acarnahan@countylinechurch.org. Resumes will be accepted through February 12, 2023.