

WE ARE HOLDING



Barry's

Join the team

Boss Leaders Recruitment Pack



Barry's is a pop-up restaurant created through the Boss Leaders programme at Little Bosses Academy CIC, a not-for-profit organisation helping young people develop confidence, business skills and practical experience.

This is your opportunity to put your learning into action. From welcoming guests and promoting the restaurant to preparing orders and managing finances, every role contributes to the team's success. Training and adult support will be provided throughout.

RESTAURANT SCHEDULE

Saturday: Restaurant service, with individual shifts allocated according to age and permitted working hours

Sunday: Closed to customers, with up to two hours of supervised tidying and pack-down for eligible participants.

Parents and carers will receive confirmed start and finish times in advance. Roles and duties are subject to age eligibility and any required work permits. Separate supervised learning arrangements will be discussed with families of younger participants.

WHAT YOU WILL RECEIVE

- Payment at £10 per hour, or the applicable legal minimum if higher, for agreed working hours.
- Practical training and supervised restaurant experience.
- CV support to help you describe your skills and achievements.
- An individual reference reflecting your contribution.
- A certificate of completion.
- Entry into the Little Bosses Awards.
- Personal feedback on your strengths and development.

Payment arrangements, including paid activities, breaks and payment dates, will be confirmed before work begins.

INFORMATION FOR PARENTS AND CARERS

Parents or carers of participants under 18 will be asked to complete the relevant consent, emergency contact and information forms. Please tell us about any support needs or availability concerns before shifts are confirmed.

Uniform requirements, arrival and collection arrangements, and final event details will be shared in advance.

WHO CAN APPLY?

These roles are open to young people taking part in the Boss Leaders programme at Little Bosses Academy CIC who will have completed the required training before the restaurant opens. Roles and duties will be allocated according to age eligibility, suitability and the needs of the team.

HOW TO APPLY

- Read the role descriptions in this pack.
- Choose your first and second-choice roles.
- Complete the online application form in your own words.
- Applicants will be invited to an individual interview. Roles will be allocated according to suitability, age eligibility and the needs of the team. First-choice roles cannot be guaranteed.
- Apply by 25 September 2026

Application form:

- www.littlebossesacademycic.com/youthjobboard

Questions:

- giselle@littlebossesacademycic.com

SUPPORTING FUTURE OPPORTUNITIES

After payments and running costs have been covered, all remaining profits will be reinvested in Little Bosses Academy CIC to support its work with children and young people.

RESTAURANT MANAGER

ABOUT THE ROLE

Help lead the team at Barry's, oversee customer service and keep the restaurant running smoothly, with support from the adult programme lead.

YOUR RESPONSIBILITIES

- Help brief the team and check everyone is ready before opening.
 - Oversee front of house, keeping an eye on queues, waiting tables and customer needs.
 - Step in to support service wherever the team needs help.
 - Coordinate with the Sous Chef and arrange temporary cover when a station needs extra support.
 - Raise concerns with the adult lead and help organise closing tasks and the team review.
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ESSENTIAL QUALITIES

- Responsible, reliable and organised.
- Able to listen and communicate clearly.
- Fair, respectful and encouraging towards others.
- Willing to take initiative and ask for help when needed



MARKETING AND PROMOTIONS MANAGER

ABOUT THE ROLE

Help promote Barry's, attract customers and share what makes our restaurant worth visiting.

YOUR RESPONSIBILITIES

- Help create posters, promotional content and menu announcements.
 - Check prices, offers and information with the adult lead before sharing.
 - Welcome potential customers and promote available specials during service.
 - Help capture photos and videos with adult approval and permission.
 - Gather customer feedback and share what worked with the team
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ESSENTIAL QUALITIES

- Creative and enthusiastic about sharing ideas.
- Able to communicate clearly and politely.
- Organised, with good attention to detail.
- Willing to approach people respectfully and work with others.



RESTAURANT HOST

ABOUT THE ROLE

Give guests a warm welcome to Barry's, organise arrivals and help everyone settle comfortably at their table.

YOUR RESPONSIBILITIES

- Check the seating plan, menus and welcome area before opening.
 - Welcome guests and check bookings where needed.
 - Show guests to available tables and provide menus.
 - Let the service team know when new guests are seated.
 - Help manage waiting guests and thank customers as they leave
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ESSENTIAL QUALITIES

- Friendly, polite and welcoming.
- Organised, with good attention to detail.
- Able to communicate clearly and listen carefully.
- Patient and considerate when guests need assistance.



CASHIER AND ACCOUNTS OFFICER

ABOUT THE ROLE

Handle customer payments at Barry's and help keep track of sales, expenses and the restaurant's profit.

YOUR RESPONSIBILITIES

- Check bills, take payments and give correct change with adult support.
 - Keep accurate records of cash and card sales.
 - Record business expenses and organise purchase receipts.
 - Help check that money received matches the sales records.
 - Prepare a simple summary of sales, costs and profit or loss with the adult lead.
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ESSENTIAL QUALITIES

- Honest, responsible and trustworthy.
- Careful with numbers and willing to check calculations.
- Organised, with good attention to detail.
- Polite with customers and willing to ask for help when needed.



GUEST SERVICES ASSOCIATE

ABOUT THE ROLE

Help guests at Barry's understand the menu, choose their meals and place their orders accurately.

YOUR RESPONSIBILITIES

- Check the seating plan, menus and welcome area before opening.
 - Welcome guests and check bookings where needed.
 - Show guests to available tables and provide menus.
 - Let the service team know when new guests are seated.
 - Help manage waiting guests and thank customers as they leave
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ESSENTIAL QUALITIES

- Friendly, polite and welcoming.
- Organised, with good attention to detail.
- Able to communicate clearly and listen carefully.
- Patient and considerate when guests need assistance.



FOOD SERVICE ASSOCIATE

ABOUT THE ROLE

Help make sure every order at Barry's is complete, correct and delivered to the right table.

YOUR RESPONSIBILITIES

- Check completed meals against order tickets before serving.
 - Make sure all ordered items, sides and sauces are included.
 - Deliver food carefully and promptly to the correct tables.
 - Work with the kitchen and service teams to resolve missing or incorrect items.
 - Keep the food collection area tidy and organised.
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ESSENTIAL QUALITIES

- Observant, with good attention to detail.
- Able to follow instructions and check information carefully.
- Polite and clear when communicating with others.
- Reliable and willing to help teammates during busy periods.



RESTAURANT SERVER

ABOUT THE ROLE

Look after your assigned tables at Barry's, taking orders, serving meals and helping guests enjoy their visit.

YOUR RESPONSIBILITIES

- Check your assigned tables are ready before guests arrive.
- Explain menu choices, record orders and repeat them back to guests.
- Pass orders accurately to the kitchen and drinks team.
- Help deliver meals and keep guests informed about any delays.
- Direct payment requests to the cashier and raise concerns with the manager.

ESSENTIAL QUALITIES

- Friendly, polite and attentive.
- Able to listen carefully and communicate clearly.
- Organised and accurate when handling orders.
- Willing to work with teammates and ask for help when needed.



TABLE SERVICE AND CUSTOMER CARE ASSOCIATE

ABOUT THE ROLE

Help guests feel looked after at Barry's, keep the dining area ready for service and provide kitchen support when needed.

YOUR RESPONSIBILITIES

- Check tables, chairs, menus and napkins before opening.
- Check that guests have what they need and pass additional orders to the restaurant server.
- Listen to customer concerns and ask the manager for help when needed.
- Clear finished plates with permission, then clean and reset tables.
- Help with simple kitchen preparation or assembly when directed, once the manager has arranged cover for your tables.
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ESSENTIAL QUALITIES

- Friendly, patient and considerate.
- Attentive to guests and able to communicate politely.
- Organised and willing to help across the team.
- Able to follow instructions and hygiene routines when moving between duties.



SOUS CHEF: KITCHEN COORDINATOR

ABOUT THE ROLE

Help coordinate the kitchen at Barry's, keeping orders organised and providing practical support at food stations under adult supervision.

YOUR RESPONSIBILITIES

- Check that each station is ready before service begins.
 - Read incoming orders, communicate with each station and track outstanding items.
 - Help assemble burgers or finish orders when a station needs support, while keeping tickets organised.
 - Coordinate with the Food Service Associate so complete orders reach the right tables.
 - Report delays or shortages and help organise kitchen closing tasks
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ESSENTIAL QUALITIES

- Organised, with good attention to detail.
- Able to communicate clearly and respectfully.
- Willing to follow instructions and help at different stations.
- Able to stay focused and ask for help during busy periods..



BURGER STATION CHEF

ABOUT THE ROLE

Prepare and assemble Barry's classic and speciality burgers, following our recipes and presentation standards with adult support.

YOUR RESPONSIBILITIES

- Prepare buns, toppings, sauces and the assembly area before service.
- Check each order for the burger choice and any approved changes.
- Assemble burgers using cooked ingredients supplied by the adult cooking team.
- Follow portion guides and present each burger neatly.
- Pass completed burgers to the Sous Chef and report ingredients running low.
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ESSENTIAL QUALITIES

- Interested in food preparation and presentation.
- Able to follow recipes and instructions carefully.
- Organised, with good attention to detail.
- Willing to follow hygiene routines and work with teammates



WINGS STATION CHEF

ABOUT THE ROLE

Prepare and finish Barry's wings orders, ensuring each portion has the correct sauce and presentation, with adult support.

YOUR RESPONSIBILITIES

- Prepare sauces, serving containers and utensils before service.
 - Check each order for the portion size and sauce choice.
 - Portion and sauce cooked wings supplied by the adult cooking team.
 - Present each order neatly and pass it to the Sous Chef.
 - Keep the stations tidy and report supplies running low.
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ESSENTIAL QUALITIES

- Interested in food preparation and presentation.
- Careful when counting portions and matching orders.
- Able to follow instructions and hygiene routines.
- Organised and willing to work with teammates.



FRIES AND SIDES STATION CHEF

ABOUT THE ROLE

Prepare Barry's fries, sides and dips, making sure each meal has the correct portions and accompaniments, with adult support.

YOUR RESPONSIBILITIES

- Prepare serving containers, seasonings and dips before service.
- Check each order for the required sides and quantities.
- Portion cooked fries supplied by the adult cooking team and add the correct seasoning.
- Coordinate with the Sous Chef so sides are ready alongside the rest of each meal.
- Keep the station tidy and report supplies running low.

ESSENTIAL QUALITIES

- Able to follow instructions and portion guides carefully.
- Organised, with good attention to detail.
- Attentive to timing and willing to support teammates.
- Willing to follow hygiene routines and keep the workspace clean.



MIXOLOGIST

ABOUT THE ROLE

Prepare and serve Barry's non-alcoholic drinks, following our recipes and making each drink look as good as it tastes.

YOUR RESPONSIBILITIES

- Prepare ingredients, cups and equipment before service.
 - Check each order for the drink choice, size and quantity.
 - Follow recipes and measure ingredients accurately.
 - Present drinks neatly and pass them to the service team with the correct order details.
 - Keep the drinks station clean and report supplies running low.
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ESSENTIAL QUALITIES

- Interested in drinks preparation and presentation.
- Careful when measuring ingredients and following recipes.
- Organised, with good attention to detail.
- Willing to follow hygiene routines and work with teammates.



Barry's is operated by Little Bosses Academy CIC as part of the
Boss Leaders programme.

Little Bosses Academy CIC · Company number 16501483

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