



Ngani Cafe - Teaching Chef Position Information Pack

Position Title:	Ngani Cafe - Teaching Chef
Classification:	General Staff
Position:	Casual Co-educator
Hourly rate:	\$39.90
Employment Fraction:	1.0 FTE
Location:	Ngani Café, Ngutu College

About Ngutu College

Ngutu College is an independent, not-for-profit, college based in Woodville North. Learning programs acknowledge and engage the individuality of all children and young people in an experiential environment in which Aboriginal knowledges are seamlessly integrated with the formal curriculum. At Ngutu, we provide options and opportunities for children and young people to achieve success through positive academic, vocational and community outcomes. Ngutu College operates with Aboriginal Cultures as its 'soul', young people as its 'heart', and the Arts as its 'backbone'. We welcome you to join the Ngutu College staff team to support our children and young people as they participate in a myriad of learning pathways.

Vision

To redesign schooling to be genuinely equitable, culturally informed, and authentically child- centred.

Mission

Ngutu College is a model for the seamless integration of Aboriginal knowledges and formal curriculum in experiential learning environments. Ngutu College is a socially-just, non-denominational, independent redesign of schooling. It provides holistic, child-centred, and experiential educational environment. Learning programs acknowledge and engage the individuality of all children. A diversity of opportunities for K-12 children and young people create options and strengthen pathways for achieving academic, vocational and community outcomes. Ngutu College achieves this in collaboration with Kurna Elders and community leaders.

Position Objectives and Responsibilities

Ngani Café is an ethical enterprise of Ngutu College. It is both a community gathering place and a training space where young people gain confidence, independence, and practical skills that open pathways to future employment and success. Ngani is open to public Monday-Friday and also serves the college community, private catering and venue hire.

This is a short-term casual role covering the Training, Mentoring and Wellbeing Lead position at Ngani Cafe for Term 4. The incumbent will spend most of their time in the back of house however, should be comfortable serving customers. The Ngani team is led day-to-day by the Café Coordinator and will work with two other casual co-educator staff.

You will bring deep experience weaving together hospitality skills and supporting young person build confidence, independence and a sense of belonging. You will work with Ngutu Educators, Co-Educators, Young People, Volunteers and the Events Coordinator to ensure all Ngani's operations reflect the values of Ngutu and contributes to meaningful outcomes.



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Key Responsibilities

1. Kitchen (back of house)

- Prepare and cook from the Ngani menu, including daily specials and baked goods, and support the College canteen.
- Follow food safety, hygiene, allergen and temperature-logging procedures at all times.
- Rotate and store stock correctly, report low stock to the Operations Coordinator, and use produce from the College garden when available.
- Keep the kitchen clean and safe, and close down to the standard set by the Operations Coordinator.
- Support catering orders and College functions as required.

2. Front of House

- Make coffee and offer a warm, welcoming service to the public, College families and staff, including community pop-ups and family catch-ups hosted at Ngani.
- Open and close the café floor as rostered, supporting learners to keep the spaces clean, welcoming and presentable.
- Handle cash and payments accurately.

3. Working with young people

- Guide young people in hospitality, food preparation and customer service, with sustainability and teamwork in mind, and model safe, inclusive and professional hospitality.
- Foster a culturally safe environment where all young people feel seen, valued and supported.
- Apply trauma-informed, strengths-based approaches to mentoring and conflict resolution.
- Contribute to regular communication with Educators about progress, achievements and wellbeing.

4. Team collaboration, safety and compliance

- Comply with College Code of Conduct, Child Safety Policies and Food Safe Handling Practices.
- Work with the Ngani Café Operations Coordinator and Co-Educators to ensure seamless day-to-day operations for the incoming learner shifts.
- Contribute to planning and delivery of internal and external catering, community events and the Ngutu Canteen.
- Participate in regular team meetings, debriefs and planning sessions to align operations with Ngutu's broader goals.



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Technical Requirements

- Experience working in kitchen and front of house.
- Experience in hospitality or café management, including staff supervision.
- Experience working with young people, and a willingness to work with trauma-informed, culturally safe practices.

Desirable:

- Food Safety Supervision certificate.
- Certificate IV in Training and Assessment (TAE40122).
- Experience in a training café, school canteen or similar learning-based hospitality setting.
- Experience working with young people with diverse learning needs.

Personal Qualities and Contributions:

- Alignment with Ngutu College vision and mission.
- Warm, relational and empathetic approach to working with young people.
- Collaborative team player who values shared responsibility and communication.
- Calm and grounded presence in a dynamic hospitality environment.
- Passion for good food, community connection and creating positive change.
- Demonstrated commitment to child safety, cultural safety and inclusive practice.
- Strong interpersonal and communication skills, with the ability to build trust and motivate diverse groups.
- Organised, reliable, and adaptable, with the capacity to problem-solve under pressure.

Conditions of Employment

Must hold a current (or willingness to obtain):

- Working with Children Check (WWCC) – Not Prohibited
- Responding to Risks of Harm, Abuse and Neglect – Education and Care (RRHAN-EC) Masterclass
- First Aid Certificate
- Certificate IV in Training and Assessment (TAE40122) (desirable)

Other requirements:

- Willingness to participate in occasional out-of-hours activities such as College events.
- Ongoing engagement in relevant professional learning and development.
- Participation in regular performance reviews and staff feedback processes.