



KWVR Job Description

Job Title:	Catering Supervisor
Reporting to:	Catering Managers / Commercial Manager
Hours:	24 hours per week (3 days out of 7) with the exception of overtime/additional hours during peak periods.
Location:	As required on the KWVR but primarily based at Oxenhope Buffet
Salary:	£13.25 per hour

About the Company

The Keighley and Worth Valley Railway Preservation Society has been running heritage steam and diesel trains for over 50 years. The charity aims, to preserve, maintain and operate the Keighley and Worth Valley Railway as a working museum of railway history for the education and enjoyment of present and future generations. The charity's wholly owned subsidiary, the Keighley and Worth Valley Light Railway Limited, is the organisation's operating and commercial company.

Alongside more than 700 volunteers, the Railway employs a team of paid staff to help deliver high-quality services and events. Volunteers are central to the Railway's success, and this role will work closely with both volunteers and paid colleagues to provide an excellent visitor experience.

This role is an important part of the catering operation and will support the continued development of a high-quality, efficient and welcoming service for visitors and guests.

Job Purpose:

As Catering Supervisor, you will take a lead role in the daily operation of the Oxenhope Buffet, ensuring consistently high standards of food preparation, presentation and customer service. Working closely with the Catering Manager, you will supervise kitchen staff and volunteers and contribute to day-to-day food preparation and cooking as required, supporting the delivery of a safe, efficient and enjoyable catering experience for our guests. Your focus will be on maintaining quality, hygiene and operational efficiency, while fostering a positive and supportive working environment for all team members.

Key Responsibilities:

Supervise and coordinate the daily kitchen operations at Oxenhope buffet, ensuring all food is prepared to a high standard and served efficiently.



Lead and support a team of paid staff and volunteers, encouraging a positive, professional and team-focused culture. Assist in menu planning and preparation, including cooking meals and in-house produce as required.

Maintain strict adherence to food hygiene, health and safety regulations; ensure all staff and volunteers are trained and compliant.

Monitor and manage stock levels to meet expected demand for daily service and special events.

Deliver a consistent, high-quality product for guests across all catering operations at Oxenhope, including special events.

Ensure cleaning and kitchen maintenance tasks are completed safely and efficiently.

Support the Catering Manager with rostering, volunteer coordination, and other operational activities as required.

Contribute to ideas for new menu items, services, and operational improvements.

Assist with reporting and providing data to support budgeting and business analysis.

Person Specification:

We are seeking a proactive, hands-on individual with a passion for great food and high standards of service. While experience is important, attitude, reliability, and a willingness to learn are equally valued.

Level 2 Food Hygiene Certificate (or willingness to achieve).

Experience in cooking and supervising in a busy catering environment.

Strong understanding of safe food handling, dietary restrictions, and hygiene practices.

Excellent communication and interpersonal skills, able to work effectively with volunteers and staff alike.

Organised, methodical, and able to manage competing priorities under pressure.

Experience in planning and executing catering operations is highly desirable.

Basic IT skills, including Microsoft Office, for basic reporting and rostering.

A UK driving licence and access to a vehicle are preferred due to the locations along the railway.

Additional Information:

The role is based primarily at Oxenhope Buffet, with occasional support across other railway catering sites as required.

This role is contracted for 24 hours per week; however, during busy peak periods, there will be an expectation to work additional hours on a regular basis to support operational needs.



Volunteers are central to our operation; fostering positive relationships and respect for their contribution is essential.

This job description is not exhaustive and may be amended to meet the operational needs of the railway.