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# GOOD VIBES ON AN INDUSTRIAL SCALE

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## FarGo Village Food & Beverage Supervisor (plus events and marketing too...!)

### **About the Role**

We are looking for a dynamic, passionate, quick thinking individual to join our small team to be a Food & Beverage Supervisor for Factory and The Box. Because of the range of events that are programmed in both The Box and Factory, this is so more than just an F&B role! Whilst experience in the hospitality industry is essential, the ideal candidate will be interested in planning and overseeing small scale events, such as our Open Mic Nights and Jazz Jams, will have a creative flare, and experience in developing high-quality social media channels.

### **About FarGo Village**

FarGo is an artistically re-purposed industrial space in Coventry City Centre, designed exclusively for creative, independent businesses and like-minded visitors. We are located on Far Gosford Street, a recently regenerated area with a rich cultural heritage.

We are fiercely independent. We have an eclectic mix of over 40 independent businesses based here, including a craft brewery, artisan food makers, a vegan shop, a whole range of artists and makers and a museum dedicated to Sgt Bilko.

FarGo Village is an independent business in its own right. We are a small, dynamic team who are passionate about supporting independent businesses and delivering a cultural and leisure experience that you won't find anywhere else in the city... or in fact in the West Midlands. FarGo is a key part of Coventry's tourism offer, with over 300,000 people visiting in a (normal, non-COVID... sigh) year. In 2020 we were thrilled to be voted the Best Small Visitor Attraction in the West Midlands Tourism Awards, an accolade that we've now won three times.

Our events programme is varied to say the least and features live music, film, artisan makers markets, skateboarding lessons and sustainable living festivals. We programme a range of events ourselves, but also work with local agencies, partners and promoters to enhance our offer.

### **About Factory**

Factory is our onsite independent Food Hall. Factory is home to up to 6 high-quality independent street food traders, plus a bar featuring locally produced craft beers and carefully created cocktails that is owned and managed by the FarGo Village team. Factory has its own mini programme of events, including quiz and games nights and monthly music events including an Open Mic and a Jazz Jam, and its own social media and web presence.

### **About The Box**

The Box is our multipurpose, extremely versatile creative arts venue which is available for private hires and



corporate use, along with a whole range of events including live music, film and VR experiences. The Box also has its own bar.

This post will need to:

- Ensure the venues run smoothly, prioritising the customer experience
- Assist in delivering high quality events and excellent customer service to a variety of markets (varying from conferences to weddings, quizzes to open mics)
- Manage marketing for Factory and assist with The Box social media, such as replying to customers on social media & posting updates on social media
- Manage the bars in both venues, including managing a team of casual staff, the cellar and stock
- Manage the staffing rota for Factory and the Box bar
- Manage turnover of tables, ensuring the venues always remain clean, tidy ready to welcome guests and maximise the use of each table.
- Manage cash and keys
- Working with external auditors and contractors
- Manage the inhouse till systems
- Take responsibility for the cleaning, health and safety and fire safety systems within both venues
- Oversee recruitment procedures
- Produce financial breakdowns and reports
- Implement operational procedures and train casual staff members
- Manage relationships with businesses and key stakeholders involved in Factory
- Devise F&B incentives to increase footfall/customer spend in Factory
- Maintain F&B/seasonal trends within Factory
- Manage recurring events in Factory (Open Mic, Quiz Night)

### **The ideal candidate**

We are looking for someone that has experience in the hospitality industry, bar management and food outlets. Essential qualities and qualifications include:

- 2+ years food and beverage or operations experience in a restaurant, pub (or other F&B outlet), hotel or event-based business
- Being used to, and prepared to, work long and antisocial hours
- Managing and understanding difference strengths within the team; managing teams over different departments
- Conflict management; dealing with difficult situations with customers or team members
- Excellent communication and customer service skills
- Personal licence holder preferred
- Drivers Licence
- Understanding trends in the F&B industry



## **Additional Information**

- c.£22-26k per annum dependent on experience
- A performance-based rewards package will be in place in addition to the base salary
- This post will report to the FarGo's General & Venues Manager
- This post will work closely with the existing wider FarGo Village team and manage and a team of casual staff

The venue is open and operational Thursday - Sunday. Core hours for this role are expected to be either Wednesday to Sunday or Thursday to Monday, at hours in line with the hospitality industry.

## **Interested?**

Please send your CV and a covering letter (no more than 2 sides of A4) detailing your relevant experience and interest in this role to [factory@fargovillage.co.uk](mailto:factory@fargovillage.co.uk)

Closing date for applications: Monday 21<sup>st</sup> February

Anticipated interview date: Early March

Start date: Immediate

