



# JOB PACK FOOD AND BEVERAGE MANAGER



**ADRIAN LESTER**  
*COST OF LIVING*



**TAMSIN GREIG**  
*PEGGY FOR YOU*



**MAISIE WILLIAMS  
& ZACH WYATT**  
*I AND YOU*



**DANNY SAPANI  
& TIFFANY GRAY**  
*BETWEEN RIVERSIDE AND CRAZY*



## JOB PACK FOOD AND BEVERAGE MANAGER

### OUR MISSION

Welcome to Hampstead Theatre where we champion the original, presenting world-class work on two ever-transforming stages. Since its earliest incarnation in a simple hut over 60 years ago, Hampstead Theatre has always attracted outstanding talent, from Harold Pinter, Mike Leigh, and Tom Stoppard to Nina Raine, Roy Williams and Beth Steel - innovators and original thinkers, every one.

As one of London's leading producing theatres we showcase the very best of what's new; taking pride in the premiere of an astonishing debut, an inventive reimagining of an existing work, or an enthralled first-time audience member. We present plays that are ingenious, surprising and accessible.

Our state-of-the-art home is in North West London, offering West End production values – but with tickets at a fraction of the cost. We believe in thought-provoking stories that are intelligently told, leaving audiences entertained and exhilarated. We're passionate about our work, and we can't wait to share it with you.

### WORKING TOWARDS AN INCLUSIVE CULTURE

Hampstead Theatre is committed to reflecting the diversity of contemporary England in the work presented on stage, in the colleagues who work here in whatever capacity and in the audience we welcome. Everybody who engages with Hampstead Theatre should feel able to express their full selves and we take seriously our commitment to removing any barriers, whether visible or invisible, which prevent anyone from doing so.

### DISABILITY CONFIDENT EMPLOYER

All d/Deaf and/or disabled candidates who demonstrate they meet the essential criteria in the person specification will be invited for interview.

If you require this job pack in another format (eg large print, audio), please email [jobs@hampsteadtheatre.com](mailto:jobs@hampsteadtheatre.com).

If this application process is not appropriate for you due to your access needs, please contact us to discuss an alternative approach by emailing [jobs@hampsteadtheatre.com](mailto:jobs@hampsteadtheatre.com).



IMELDA STAUNTON  
GOOD PEOPLE



SIMON RUSSELL BEALE  
MR FOOTE'S OTHER LEG



RAY FEARON  
& CLARENCE SMITH  
THE FIRM



MYANNA BURING  
ANTHROPOLOGY



## HOW TO APPLY

The application deadline is midday on **Monday 22 June 2026**.

To apply for the position,

1) Email your CV and cover letter to [jobs@hampsteadtheatre.com](mailto:jobs@hampsteadtheatre.com) with the reference **FBM** in the subject line.

In your cover letter, please outline why you are interested in the role and how your skills, knowledge and experience relate to the person specification.

2) Complete the following form:

<https://forms.cloud.microsoft/e/bcvQS80iG3>

The form will ask you for your personal details and details of two referees.

3) Complete the personal characteristics form:

<https://forms.cloud.microsoft/e/M1cQyff4e2>

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## JOB DESCRIPTION

**Job title: FOOD AND BEVERAGE MANAGER**

**Reports to: THEATRE MANAGER**

**Responsible for: CAFÉ BAR MANAGERS, CAFÉ BAR TEAM MEMBERS, KITCHEN MANAGER**

At Hampstead Theatre, we create progressive, thought-provoking and original theatre, working with the best creative talent. Alongside our artistic programme, our Café Bar plays a vital role in creating a welcoming and vibrant experience for audiences and visitors throughout the day and evening.

The Food and Beverage Manager is responsible for leading the Café Bar operation, ensuring an outstanding customer experience while delivering strong commercial performance.

You will oversee daily operations, develop a high-quality and profitable food and drink offer, and lead a motivated team to deliver excellent service to theatre audiences and a growing daytime clientele.

This is a hands-on leadership role suited to someone who can balance operational excellence with creativity and commercial awareness.



**CAST OF  
ROCK 'N' ROLL**  
**EMILIA FOX  
& THEO JAMES  
SEX WITH STRANGERS**



**SHARON D. CLARKE  
CAROLINE, OR CHANGE**



**ROBERT LINDSAY  
PRISM**



## RESPONSIBILITIES INCLUDE

### Operations and Compliance

- Oversee the daily operation of the Café Bar, including opening, closing, and service delivery
- Ensure high standards of food hygiene, cleanliness, and safety at all times
- Maintain compliance with all health & safety and food safety regulations
- Act as Bar Duty Manager during performances and events
- Identify risks and support the completion of risk assessments and incident investigations
- Ensure Café Bar equipment and facilities are maintained and issues are reported promptly

### Team Leadership

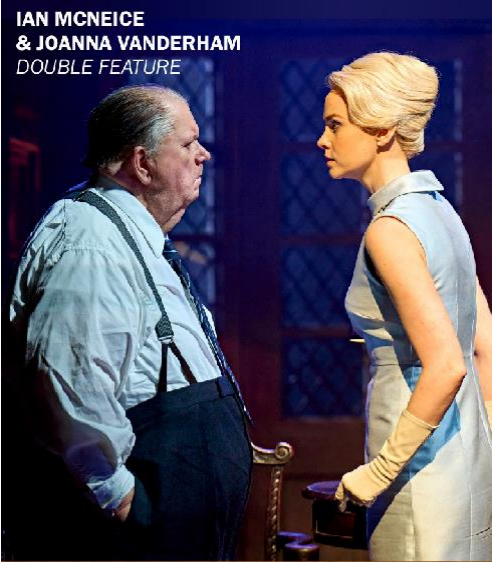
- Lead, manage, and develop Café and Bar Managers, Café Bar Staff, and the Kitchen Manager
- Oversee recruitment, induction, training, and performance management
- Create staff rotas that balance service quality with cost efficiency
- Foster a positive, collaborative, and high-performing team culture
- Ensure all staff are trained, informed, and aligned with service and operational standards

### Commercial & Financial Performance

- Drive revenue growth and profitability across the Café Bar operation
- Monitor sales, margins, and wastage, taking action to optimise performance
- Oversee stock control, ordering, and supplier relationships
- Ensure accurate financial processes including reconciliations, invoicing, and audit preparation
- Analyse performance data and produce reports with recommendations for improvement

### Collaboration & Events

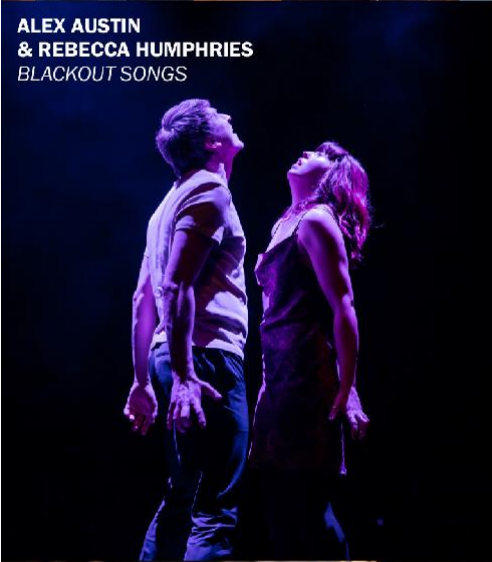
- Work closely with the Theatre Manager, Front of House team, and wider departments to deliver a seamless visitor experience
- Support the delivery of hospitality, press nights, hires, and fundraising events
- Contribute to marketing initiatives to promote the Café Bar offer and increase revenue



IAN MCNEICE  
& JOANNA VANDERHAM  
DOUBLE FEATURE



BAYO GBADAMOSI  
& COLIN MORGAN  
GLORIA



ALEX AUSTIN  
& REBECCA HUMPHRIES  
BLACKOUT SONGS



RACHAEL STIRLING  
THE DIVINE MRS S

### **The following responsibilities apply to all Hampstead Theatre staff:**

- Participating actively in the life of the theatre.
- Complying with Hampstead Theatre's Diversity, Health & Safety, Environmental Sustainability, GDPR and other policies at all times.
- Carrying out administrative work generated by the above activities.

This job description is a guide to the nature of the work required of this position. It is neither wholly comprehensive nor restrictive and does not form part of the contract of employment.

## **PERSON SPECIFICATION**

### **Essential**

- Proven experience managing or supervising a catering or hospitality operation
- Strong leadership skills with the ability to motivate and develop teams
- Excellent interpersonal and communication skills
- Proven ability to deliver high-quality customer service
- Strong commercial awareness, including cost control and revenue growth
- Experience in stock control and day-to-day operations
- Good knowledge of food hygiene, health & safety, and compliance standards
- Highly organised with strong attention to detail
- Ability to work under pressure and prioritise effectively
- Flexible and able to work evenings and weekends
- Food Hygiene Level 2 (minimum) or willingness to obtain

### **Desirable**

- Experience in a theatre, arts venue, or similar environment
- Experience with POS and stock control systems
- Barista training
- Personal Licence holder
- IOSH Managing Safely certificate



## TERMS & CONDITIONS

**Salary:** £34,742 p.a.

**Hours:** This is a full-time position based on a 38-hour working week over 5 days. Due to the nature of the role, the Food and Beverage Manager will be expected to have good availability to fit Hampstead's opening hours, 8.30am – midnight, Monday to Saturday, and should expect to work evenings and weekends, including Friday and/or Saturday on a regular basis. Your hours will be assigned based on operational needs as agreed with the Theatre Manager.

**Holiday:** Generous holiday allowance of 25 days plus Public Holidays.

**Notice:** One week during three-month probationary period, eight weeks after probation is passed.

### Other benefits:

- Interest-free season-ticket travel loans.
- Complimentary tickets for performances.
- After 13 weeks' service, you will be automatically enrolled in our NOW: Pensions scheme which includes an employer's contribution of 3% on qualifying earnings (where the employee also contributes at least 5% on qualifying earnings).
- Enhanced maternity leave, paternity leave and sick pay.
- Stress counselling helpline.
- 10% discount at Hampstead Theatre's Café Bar.

## PRIVACY NOTICE

Hampstead Theatre takes its responsibility for protecting your personal information seriously. Hampstead Theatre's job application process will only request data relevant to verifying the identity of a candidate or determining their suitability for a position.

Access to the information contained within your application will be limited only to individuals administering the recruitment process or individuals shortlisting and/or interviewing. Occasionally, Hampstead Theatre may ask external parties to assist with shortlisting and/or interviewing. On these occasions, Hampstead Theatre will ensure external parties commit to following the same data protection principles as the theatre. Your application and any correspondence will be kept for up to a year following the closing date before being deleted.

Applying for a position at Hampstead Theatre indicates your consent to your data being processed in the manner described above.

More information can be found here:

<https://www.hampsteadtheatre.com/company/privacy-policy/>