



Job Title: Assistant Bridge Café Manager

Primary Funcon: The Assistant Café Manager is responsible for leading London Bridge events and assisting the café manager with the café's day-to-day operations. This position would work closely with the manager to provide a consistent, fast, efficient, and friendly service. The Assistant Café Manager serves as the primary backup when the Café Manager is unable to perform their responsibilities.

Principal Responsibilities :

- Coordinate with cross-functional ministry teams to approve and deliver event coffee services, maintaining a high standard of hospitality.
- Recruit and train volunteer teams to support the ministry events.
- Work well under the supervision of the café manager.
- Assist the manager in training and recruiting new volunteers.
- Assist the manager in maintaining all inventory.
- Assist the manager in cleaning and maintaining all equipment.
- Manage daily, weekly, and monthly revenues and expenses.
- Assist the Bridge Café manager in events as needed.
- Implement new strategies for events.
- Be present during staple events and holidays such as Easter and Christmas

Requirements:

- Devoted Follower of Jesus Christ
- Must demonstrate a solid commitment to the mission and vision of London Bridge Church.
- A servant leader with a love for people
- Has a passion for coffee and hospitality
- Excellent communication skills with the ability to manage and motivate a team.
- Positive Outlook

Supervisor: Café Manager **Classification:** Admin Support Staff, Part-time, Nonexempt

Expected Hours per week: 15 hours

Salary: \$16