



THE WORSHIPFUL
COMPANY OF COOKS
OF LONDON

*Championing excellence
in the craft of cooking*

OUR EXCLUSIVE

Chef Management Development Programme 2024/25

Level 4 Qualification

- ★ Hospitality Manager Apprenticeship
- ★ Kitchen Management Specialism



Congratulations!

You are reading this because you are thinking seriously about further developing your management and leadership skills and building your career as a Senior Chef or Kitchen Manager.

As a senior level chef in the hospitality industry, you may already have achieved a practical qualification as a student or trainee. Your culinary skills have brought you this far, but now may be the perfect time for you to develop the leadership, management and business skills to take your career to the next level.

In partnership with

wk
Westminster
Kingsway College

MERLIN
CONSULTANCY



The Chef Management Development Programme for The Worshipful Company of Cooks of London is ideal for you if you are currently in a position that involves managing your kitchen brigade and the revenue for a part of your business. Typically you will be a Senior Sous Chef, Sous Chef or Chef de Partie reporting to an Executive Chef or Senior Manager in your organisation.

If this sounds like you, then you should consider applying for your place on this career-enhancing extended development programme. It will support you in improving your management skills, developing your leadership talent and building your career prospects.

Successful completion will result in an internationally and industry recognised Level 4 Hospitality Manager Apprenticeship.

Fast Facts

Where will it be?

One of the most exciting elements of this programme is that, for each of the 12 workshops, you will enjoy a truly memorable experience in different properties and venues throughout the UK - so you must be prepared to travel!

What topics will I cover?

There are 12 key workshops in the programme. Every 4-6 weeks or so, you will enjoy an action and information packed workshop consisting of:

1. **Introductions & Personal Effectiveness**
2. **Your Business & the Wider Industry**
3. **Managing the Service Operation**
4. **Managing Business Improvement & Change**
5. **The Customer Experience (Part 1)**
6. **Understanding Financial Management**
7. **The Customer Experience (Part 2)**
8. **People Management (Part 1)**
9. **People Management (Part 2)**
10. **People Strategy, Planning & Delivery**
11. **Leading People**
12. **Consolidation (Risk & Contingency, H&S, CSR, Technology) and EPA Preparation**

How much will it cost?

The programme is generously supported by The Worshipful Company of Cooks of London together with your employer apprenticeship levy. This includes costs of all tuition and venues on specified dates.

If your employer is a levy payer, the cost of the programme (£6,000) will be drawn from their levy. For non levy-paying organisations, there will be a 5% contribution of £300 to pay.

Your employer will be required to cover the cost of your travel and any accommodation required.

How will I learn?

As well as expanding your knowledge of managing different kitchen operations, you will experience a variety of learning methods, including facilitated group workshops, learning sets with your colleagues, back to work activities, private study, project work, networking and guest speakers who are experienced professionals in their field.

In order to achieve your Apprenticeship qualification, you will be required to complete a number of written assignments, a project and keep a portfolio of evidence of your learning.

What do I need to be eligible?

You need to be resident for 3 years in the UK and with evidence of full time employment. You also be able to prove that the content of this programme is necessary for your job and that you have not covered it before in a previous qualification.

You will also need to achieve English and Maths at level 2, or provide evidence that you have already done so. We will conduct eligibility tests with you before the programme commences.

What support will I have?

The programme manager and tutors will be available to help you learn, support you and answer any questions between modules. They will also help you to prepare for each of your assignments. Your Sponsor or nominating manager supports your application and wants you to succeed too.

Who will be running the programme?

The Worshipful Company of Cooks of London have partnered with **Westminster Kingsway College** and **Merlin Consultancy** to be our programme managers and providers. As a Registered Providers of Apprenticeships they have extensive knowledge and experience of the hospitality industry.

Programme dates

Full attendance at all modules is a condition of a place on this programme. In addition you will be required to attend a pre-enrolment induction session on Wednesday **April 24th 2024** at Westminster Kingsway College, London.

The dates of the 12 workshops are:

1. Weds. **May 1st 2024**
2. Thurs. **June 13th 2024**
3. Weds. **July 10th 2024**

August; 121 & Group Coaching Support

4. Weds. **September 11th 2024**
5. Weds. **October 16th 2024**
6. Weds. **November 27th 2024**

December; 121 & Group Coaching Support

7. Weds. **January 22nd 2025**
8. Weds. **February 19th 2025**
9. Weds. **March 19th 2025**
10. Weds. **April 16th 2025**
11. Weds. **May 14th 2025**
12. Weds. **June 11th 2025**

What do I need to do next?

You will need to be nominated and successfully complete an application process supported by your Senior Manager or sponsor.

Please discuss with your manager then download and complete the application forms (at: www.cooks.org.uk) & return **with a CV** to:

Dr. Hilary Cooke, MI, FIH
Merlin Consultancy,
37, Kenilworth Road,
London. W5 5PA

Or by e-mail to:

hilary@merlin-consultancy.com

Please ensure that your application is received by **Thurs. 29th February 2024** & if selected for interview, you must be available on **Wednesday 10th April 2024**.

