



LOWRY

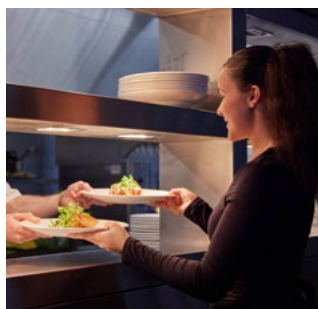
RECRUITMENT PACK

THELOWRY.COM

ABOUT US

Lowry is a registered charity (No: 1053962) committed to using visual and performing arts to enrich the lives of everyone around us – and those of our staff and volunteers too.

Working together as one team, we present audiences with a diverse programme of theatre, opera, musicals, dance, music, comedy and visual art as well as events and activities to expand the horizons of audiences and artists alike.



At the heart of our work is a commitment to our local communities and young people. Tapping into the work on our stages and in our galleries, we offer thousands of free creative participation opportunities each year - nurturing new talent and developing creative professionals of the future.

So if that feels like something you want to be a part of.. read on!





VISION, MISSION AND VALUES

OUR VISION WHY WE'RE HERE

A city where the benefits of creativity are felt by the many not the few.

OUR MISSION HOW WE DO IT

Empower people from all backgrounds to experience culture on their own terms.

OUR VALUES WHAT WE BELIEVE IN

We believe creativity is an undeniable force for good and has the potential to change people and places for the better. That's why our three pillars of People, Place and Potential are at the heart of everything we do.

1. PEOPLE IN IT TOGETHER

We are here for the people of Salford – supporting local communities, nurturing talent and creating a programme as diverse and open minded as our city itself.

2. PLACE MAKE IT COUNT

We are here to put creativity to good use, making a positive impact, socially and economically, on our communities, our city, our region, the UK and beyond.

3. POTENTIAL UNLOCK CREATIVITY

We are here to find ways to share the benefits of art and creativity further and wider, unlocking its potential for more people, in more places, in more ways.



HOW DO WE FUND OUR WORK?

As a not-for-profit organisation, and registered charity, all profit is ploughed back into our work. Whether you've bought a ticket to a performance, given an online donation, eaten in Lowry Bar & Kitchen, bought a gift in our shop, or simply had a drink at the Coffee Shop, you've helped support our charitable aims.

We receive just 6% of our income from public funds – Arts Council England and Salford City Council. The remaining income is generated from box office sales, commercial activities and fundraising. Our development team generates income from Charitable Trusts & Foundations, individual membership schemes (including Friends and Patrons) as well as from companies through our Quay Club Membership and corporate sponsorships.



ATTRACTION AND RECRUITMENT

Lowry is committed to creating an inclusive workforce by reflecting and representing the diversity of Salford and the UK.

We want to attract the broadest range of talented people to be part of Lowry – whether that is to work in our creative or support roles.

We particularly encourage applications from the following two people groups who are currently under-represented in our workforce and in the wider performing and visual arts sector; those people who experience racism and marginalisation, including those from African, Caribbean, North African, LatinX, South Asian, East Asian and South East Asian heritage and their diasporas, those who are disabled, Deaf and neurodivergent or have long-term health conditions.

Candidates who identify as people in one or both of these groups and who demonstrate in their application that they already meet all of the essential criteria in the person specification can opt to be considered as part of Lowry's guaranteed interview scheme. If you are invited to interview we'll ask you about any adjustments you may need, and if you are offered a role with us we will talk to you about any reasonable adjustments required to create a working environment where you will be supported to perform at your best.

To ensure fairness and to enable us to process your application through our shortlisting exercise, we ask that you remove all personal details (such as name, age, location, ethnicity, marital status etc) from your CV and covering letter before uploading. This reduces the risk of any potential bias during our recruitment process and ensures that all shortlisting is based on skills, experience and suitability for a role. Thank you for your understanding.

To find out about any opportunities to work for Lowry please visit our [vacancies page](#)

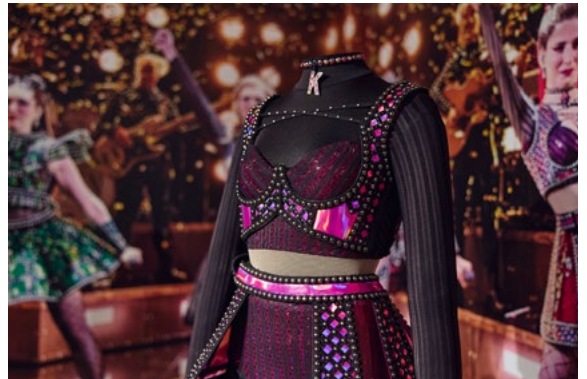
OUR ROLES HAVE A NUMBER OF STAFF BENEFITS INCLUDING:

Complimentary and discounted theatre and live event tickets

Free car parking just a few minutes' walk from the Lowry building

Access to Lowry's Wellbeing Hub and to other health and wellbeing services, including counselling

Discounts at Lowry bars, restaurant and gift shop



LOWRY



JOB DESCRIPTION

Post Title: Kitchen Porter
Department: Hospitality
Reports to: Senior Kitchen Porter
Contract Type: Permanent 45hpw
Salary £27,976

JOB PURPOSE

The Kitchen Porter supports the smooth running of Lowry's hospitality operation by maintaining high standards of cleanliness, hygiene, safe working practice and back-of-house presentation across busy kitchen, catering and event areas. The role helps keep service areas ready, equipment available, waste managed correctly and the kitchen team supported during day-to-day service, events and deep-cleaning activity.

MAIN DUTIES AND RESPONSIBILITIES

Cleaning, hygiene and presentation:

- Clean and prepare kitchen, catering and back-of-house areas to the required standard, following daily, weekly and periodic cleaning schedules.
- Carry out deep-cleaning tasks as directed, including kitchen areas, service areas, equipment, floors, walls and waste points.
- Ensure catering areas are kept clean, safe, organised and ready for service, events and handover to other teams.
- Assist chefs with basic food preparation and simple service support tasks as directed, while maintaining food hygiene and safe working standards.

Waste, deliveries and stock movement:

- Remove, exchange and clean catering waste bins from kitchens, service areas and basement areas, ensuring waste is managed safely and responsibly.
- Support the handling of deliveries and movement of stock, ensuring items are received, stored and rotated in line with agreed procedures.
- Assist with food waste monitoring and help make effective use of commodities by supporting correct storage, handling and stock rotation.

Equipment, maintenance and building support:

- Use kitchen equipment correctly and report defects, damage or safety concerns promptly to the Senior Kitchen Porter or duty manager.
- Assist with the safe movement of catering equipment, furniture and supplies around the building as required.
- Help maintain an organised working environment so that equipment and cleaning materials are stored safely and available when needed.

Health, safety and compliance:

- Follow food hygiene, health and safety, COSHH, manual handling and safe working procedures at all times.
- Promote and comply with The Lowry's policies on equal opportunities, dignity, inclusion, health and safety and the fair treatment of others.
- Identify and undertake training and development required to meet personal, team and business needs.
- Carry out any other reasonable duties in line with the level of the role to support the smooth running of Lowry.

REVIEW ARRANGEMENTS

This job description is not exhaustive. The focus of the role may change over time in line with business needs, while remaining consistent with the general level and purpose of the post. The document may be reviewed and updated periodically in consultation with the post holder.

CRITERIA	ESSENTIAL	DESIRABLE
SKILLS/ABILITIES	Ability to work effectively as part of a team and independently when required. Good communication skills and a positive, practical approach to supporting colleagues. Strong organisational skills with the ability to prioritise cleaning, waste and support tasks in a busy environment. Ability to follow instructions, cleaning schedules, basic preparation tasks and safe working procedures accurately.	Experience of working in a fast-paced kitchen, catering, hospitality or events environment.
KNOWLEDGE	Basic understanding of food hygiene, health and safety and safe working practices. Awareness of safe chemical use, cleaning standards and the importance of reporting hazards or equipment defects.	Awareness of COSHH, manual handling, waste management or stock rotation procedures.

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EXPERIENCE	Experience of working in a cleaning, portering, kitchen support, basic food preparation or practical operational role. Ability to work safely and effectively during busy service periods, events and deep-cleaning activity.	Experience of working in a similar-sized catering, hospitality, cultural venue or visitor attraction environment.
QUALIFICATIONS AND TRAINING	Willingness to complete required training, including food hygiene, COSHH, manual handling and health and safety training.	Basic Food Hygiene certificate. COSHH training. Manual handling training.
OTHER REQUIREMENTS	A flexible and adaptable approach to working hours, including evenings, weekends and event-led working patterns where required. Commitment to maintaining high standards of cleanliness, hygiene, teamwork and professional conduct.	Carbon Literacy trained or a strong interest in sustainability and responsible waste management.