

Job Description

Edie's Kitchen – Bistro Manager

Full Time Role
Borde Hill, Haywards Heath, West Sussex. RH16 1XP

About Borde Hill

Borde Hill is a family-owned Estate in West Sussex with a botanically-rich Garden and Parkland open to 70,000 visitors each year. Listed as Grade II* historic importance and set in 383 acres of an Area of Outstanding Natural Beauty, Borde Hill features one of the rarest collections of privately owned champion trees in the UK, and has a cultural calendar of events throughout the season. The Stephenson Clarke family have been custodians for five generations, and at a time of generational change are bringing new energy and opportunities aimed at diversifying the Estate, with a focus on hospitality, biodynamic estate-grown produce and sustainability. Located just 40 minutes from London, 20 minutes from Brighton, and 10 minutes from Gatwick Airport, Borde Hill is uniquely located to engage a wide audience, both nationally and internationally.

The Stables

The original 1906 Stables is being transformed into a series of dining destinations including a Pantry, Bistro (52 covers), Workshop space, and a stunning new glasshouse Restaurant and Bar (90 covers) overlooking the reimagined 'edimental' walled kitchen garden - all of which will embody an ethos of 'casual excellence'.

The Stables will be a new culinary destination in the heart of Sussex, celebrating nature, produce, people, and Borde Hill's plant heritage. Our food will be inspired by the changing seasons and the abundance of nature around us. We will use classic methods and the finest ingredients available each day from our biodynamic farm, to create seasonal, heartfelt dishes which bring the garden to the plate. We will also host a variety of small and large-scale events, ranging from guest-chef suppers to private functions. The Stables will be served by produce grown on our 2-acre biodynamic Market Garden, and from foraging on the wider Estate.

We are looking for an experienced, upbeat and people-focused Manager to help lead Edie's Kitchen - a lively, welcoming, daytime bistro open 7 days a week.

Edie's Kitchen is all about great food, great coffee and genuinely warm service, with a strong focus on families, regulars, community and fun. This is a hands-on leadership role where you'll recruit, inspire and lead a team to deliver consistently brilliant experiences in a fast-paced, informal but high-quality environment.

Working closely with the General Manager, you'll play a key role in shaping the culture, systems and day-to-day operation of a bistro that people want to return to again and again. This is an exciting opportunity to have real influence within a friendly, values-led hospitality business.

Key Responsibilities

- Lead and manage the day-to-day running of Edie's Kitchen, overseeing busy daytime services and ensuring smooth, efficient and enjoyable shifts.
- Build, inspire and motivate a warm, energetic team who love hospitality and thrive in a fast-paced bistro environment.
- Recruit, train and develop FOH team members, creating a culture that is friendly, inclusive, professional and proud.
- Be a visible, hands-on leader on the floor, setting the tone for welcoming, relaxed and attentive service.
- Work closely with the kitchen team to ensure great communication, strong teamwork and consistently tasty, well-executed food.
- Oversee the day to day management of a small retail space, including stock levels and working with our merchandiser on presentation and seasonal refreshes.
- Ensure guests of all ages (and dogs!) feel genuinely welcomed, handling feedback with warmth, care and professionalism.
- Maintain high standards of cleanliness, service, food safety and compliance at all times.
- Support budget and cost control, managing labour and resources sensibly while protecting quality and team wellbeing.

Salary:

£40,000-£45,000 per annum (option for discounted accommodation on-site within package)

Hours:

Full time - 48 hours per week over 5 days including evenings and weekends

Start Date:

From April 2026, dependent on availability

Holiday entitlement:

28 days pro rata (including Bank Holidays)

To apply:

Email your CV & covering letter to:
stables@bordehill.co.uk.

Closing date:

1st March 2026. Applications will be reviewed on receipt.

If you are in employment, please include your current notice period in your covering letter.

Borde Hill
Haywards Heath
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RH16 1XP

01444 450326
www.bordehill.co.uk

- Help plan and deliver family-friendly activities, seasonal offers and daytime events.
- Champion sustainable, responsible and community-minded practices across the café
- Ensure full compliance with health & safety, food hygiene and licensing requirements.

Knowledge, skills and experience needed:
(Please provide evidence in your Covering Letter and CV)

- Proven experience as an Café or Bistro Manager or similar senior role within hospitality (ideally 5+ years).
- Experience leading teams in busy, high-volume, daytime or casual-dining environments.
- Experience managing or contributing to a small retail / shop offer, including stock control, product selection or visual merchandising.
- Strong people skills — you love working with guests and building happy, motivated teams.
- A confident, calm and practical problem-solver who leads with positivity.
- A hands-on, lead-from-the-front approach - you're happiest on the floor, not behind a desk.
- Good understanding of labour control, stock management and basic P&L awareness.
- Comfortable using digital systems for rotas, HR, compliance and stock.
- Excellent communication, organisation and attention to detail.
- A genuine passion for food, coffee, hospitality, sustainability and community.
- Flexibility to work weekends and holidays.

Borde Hill has a small, dedicated, professional and friendly team who embody a 'one team' culture. We want everyone to feel valued and fairly rewarded for the work they do, and your package includes:

- Opportunities for professional growth and training
- A vibrant, collaborative work culture including time at the biodynamic market garden for all staff levels
- Daily staff meals
- A Borde Hill family membership allowing free entry to the Garden and Parkland
- Discount in the Borde Hill shop and catering outlets
- Free tickets for selected events throughout the open season
- Free access at selected times to our Partner Gardens (Chelsea Physic Garden, The Newt and Sculpture by the Lakes, The Lost Gardens of Heligan, West Dean)
- Free access to our wellbeing programme of events
- Free parking

We are an equal opportunities employer and welcome applications from all suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation.