Are you an experienced, innovative bar and cafe manager with excellent customer service skills looking to work in an arts and culture focused hospitality venue? Social are looking for an Assistant Manager to join our dedicated team. This role is perfect for a bar/shift manager looking to take the next step up the hospitality ladder.

Located in the heart of the bustling Copeland Park, we celebrate the best of Peckham's local creative talent, serving coffee by day and top-notch cocktails by night, alongside delicious seasonal food. We also play a key role in a busy arts and culture calendar, hosting our own events and providing hospitality services to Copeland Park venue clients.

As Assistant Manager, you will be responsible for a variety of back of house and front of house tasks, assisting the General Manager in all aspects of the day to day running of the venue, placing orders, leading busy high volume shifts, including event bars in Copeland Gallery and UNIT/08 venues. You'll assist with recruiting and regularly training staff, developing and curating our cocktail menus and drinks offering, and helping find and select our pop-up kitchen partners to ensure Social is always an exciting and ever changing venue that keeps up with hospitality trends.

The role of an Assistant Manager is a fun and varied one, working across several functions. We are looking for someone who is fully barista trained, is comfortable on the floor, has good cocktail and wine knowledge, and is comfortable running big and busy shifts, managing supervisors and bar staff daily. It will also be your job to take charge of perfecting our relationship with our pop up kitchens, improving our floor service and keeping social media output consistent and high quality.

This is an exciting time to join the Social. We have just had one of our busiest summers both in terms of customer footfall and our calendar of events - we have had a string of successful pop-up kitchen operators and are strengthening our local reputation as a destination for high quality food and drink. Reporting to the General Manager and wider Management Team, there will be opportunities for development, as you will play a key role in helping us to thrive and generate healthy revenue.

For a full job description see below.

To apply, send your CV and a cover letter outlining your suitability for the role to sarah@copeland.group

Deadline for applications: 10th November 2026

Job Description - Assistant Manager

Date:	October 2026
Job Title:	Assistant Manager - Social
Reporting To:	General Manager, Operations Manager
Line Managing:	Supervisors, front of house and back of house staff
Salary/Hourly Rate:	• 45 hour (breaks not included) working week at annual salary of £32,000 + 0.7 tronc • Working hours will be 5 out of 7 days with a mix of daytime, evenings, late night, weekend • NEST Pension scheme after 3 months • 20% staff discount at CEL venues, staff socials and company away days
Start Date:	23rd November 2026
Holiday:	Pro rata based on 28 days per annum FTE including bank holidays

Overview:	Copeland Enterprises Ltd (CEL) is the food and beverage arm of Copeland Park, a cultural place-making and workspace provider. We have two sites that supply food and beverage and are looking for an individual to help the management of Social, the bar at the centre of Copeland Park.

Objectives:	Primarily based at Social, our bar in Peckham, but supporting the Mansion, our second site in Beckenham Place Park on the rare occasion, the Assistant Manager will be responsible for a variety of back of house and front of house tasks. You will assist the General Manager in all aspects of the day to day running of the venue, placing orders, leading busy high volume shifts, including event bars in Copeland Gallery and UNIT/08 venues when they arise. You will work with the General Manager on: recruiting and regularly training staff, developing and curating our cocktail menus and drinks offering, and helping find and select our pop-up kitchen partners, to ensure Social is an exciting and ever changing venue that keeps up with hospitality trends. You will assist with implementing entirely new offerings, service, events and promotions at Social and evolving the bar and its standards continuously. You will be overseeing supervisors and bar staff for general day to day operations.

	The role of an Assistant Manager is a fun and varied one, working across the sites and across several functions. We are looking for someone who is fully barista trained, is comfortable on the floor, has good cocktail and wine knowledge, and is comfortable running big and busy shifts. It will be your job to take charge of perfecting our relationship with our pop up kitchens, improving our floor service and keeping up with all social media output and trends. We have supporting departments, including accounting, marketing and admin based at our Peckham site to assist you so that you can focus on curating the best offering and unique experience for our visitors. Working across several functions, from cocktail creation to event management. This opportunity is perfect for a bar/shift manager looking to take the next step up the hospitality ladder.
Key Responsibilities:	You will work under the guidance of Social's General Manager covering many of the following responsibilities:- <u>Staffing</u> ● Organise and adjust staff rotas and schedules in accordance with available resources. ● Delegate duties and tasks to bar staff to meet objectives and maximise resources. <u>Events and Procedures</u> ● Follow up incoming enquiries and convert them into bookings. ● Liaise with clients on bespoke events, programming events when appropriate. ● Work with the GM on developing private hire packages and revenue streams. ● Ensure relevant licences are updated and in-line with current legislation for in-house events. ● Ensure customer complaints are responded to promptly. ● Promote and practice compliance with fire, health, safety and hygiene standards and regulations. ● Working with associated partner businesses to maximise sales and brand visibility on event days. <u>Stock and Cleanliness</u> ● Set and monitor quality and service standards to staff to meet objectives including stock management, cleanliness, bar offering, presentation and service. ● Monitor and order bar supplies liaising with sales representatives. ● Oversee all deliveries are checked-in correctly and documented. ● General cellar management including line cleans and troubleshooting draught issues.

	<u>Compliance</u> ● Supporting management with compliance matters ● Oversight on Health and safety matters ● Oversight on ensuring staff maintain HR rules and regulations ● Oversight on company policies ● Financial oversight on labour and stock in line with company targets.
Individuals you will be working with:	Copeland HQ office (Accounts, Admin, Venues and Marketing Teams) Copeland Enterprises Managers, and other Copeland Enterprises staff.
Experiences and Education:	Essential: ● Proven management role experience ● Experience in a bar and cafe environment ● Strong customer focus ● Barista training ● Familiar with cocktails ● Floor service experience ● Comfortable with private hires and bookings Desirable: ● Google Suite knowledge ● Experience working in the arts ● Event management experience ● Experience using XERO accounting, RotaReady, Resdiary, and Sumup softwares ● First aid and Fire marshal training ● Digital marketing experience ● Personal licence holder