



Job Title	Job Code	FSLA Status	Employment Status	FTE Authorization	Date Revised
PT or FT Barista		Non-Exempt	Hourly		May 2023 (LG)

About the organization:

Inspired Coffee is a premium coffee shop, a neighborhood place, located in downtown Lake Geneva, employing up to 20-30 individuals with mild to moderate developmental disabilities in an integrated setting where are celebrated, job trained, coached and, over time, placed into a fully integrated work setting.

Mission Statement:

Empowering adults with disabilities to live with greater purpose and achieve their individual best in a thriving environment.

Core Values:

1. Christ-centered
2. Empower
3. Equity
4. Excellence
5. Serve with Love
6. Better together

Performance Standards:

- **Servant** – One who is Christ-like, humble, helpful, committed and empathetic.
- **Team** – One who draws people together, unifies, encourages shared ideas, and fosters open communication.
- **Achiever** – One who is loyal to the mission and goes above and beyond to achieve goals that move the ministry forward.
- **Respect** – One who is kind, patient, affirms the value of others while being open and approachable.
- **Skilled** – One who uses their knowledge, gifts, skills, and expertise to perform their job exceptionally, is teachable, and continually pursues professional growth.

Position Description:

The Barista at Inspired Coffee warmly welcomes customers into the establishment. They create and serve hot or cold beverages, often tailored to the customer's preferences. They also clean and sanitize their work areas, seating areas and equipment/tools.

Primary Responsibilities

- Greet customers as they enter Inspired.
- Assist customers and respond to their questions regarding ingredients.
- Prepare hot and cold beverages following recipes with great attention to detail.
- Keep work areas stocked with ingredients needed to provide drinks.
- Accurately measure ingredients to minimize waste and ensure good quality.
- Serve beverages and prepared food, such as cookies, pastries and muffins.
- Keep the espresso machine and surrounding areas clean.

Other

- Other duties as assigned by the General Manager, Assistant Manager, or Shift Lead

Education/Qualifications:

- Excellent customer services skills
- Should possess a working knowledge of coffee equipment.
- Ability to learn and work in a fast-paced work environment
- Salary: Dependent on qualifications and availability

Physical Requirements and Working Conditions

Work primarily on your feet in a coffee shop environment; occasional lifting of inventory and product up to 20 lbs.; providing fast-paced, friendly service and assistance to customers. Patiently work alongside our trainees, following deployment guides to ensure efficient working environment.

**This job description is not intended to be all inclusive. Therefore, the employee may be requested to perform other reasonable duties as assigned by the immediate supervisor or other management as required. Inspired Coffee reserves the right to revise or change job duties as business requirements dictate. It is mutually agreed the job description does not constitute a written or implied contract of employment. It is also understood the company reserves the right to change work schedules as required, including overtime.*