

Food Growing Coordinator



Overview

Commitment: This is a new **permanent** role which is available **immediately**. We have capacity for a **full-time** position but welcome job shares and **part-time** applications. Food Works values a healthy work life balance, which includes a 36 hour working week and a generous 34 days of leave. Food Works operates 7 days a week and you will be expected to work a share of weekend days or evenings as part of your working week. We aim to agree working schedules with consideration for everyone's personal lives and actively work to support flexible working hours.

Salary: £23,587.20- £26,417.66 per annum, depending on the candidate

How to apply: Send your CV and cover letter to rene@thefoodworks.org before **noon July 13th**

We are expecting that interviews and trial shifts will take place on **July 29th, 31st and August 5th**, please advise us in your application which of those days would suit you. If you would like to have a conversation about the role, or visit Food Works before you apply, please do also get in touch and we will make some time to meet you.

About Food Works

Food Works is a volunteer led organisation with a small staff team facilitating the work of hundreds of volunteers. We embrace diversity and aim to build an inclusive workplace where everyone can thrive and contribute to our shared mission.

Let's build a city where our food system connects us, nourishes our communities, and regenerates our planet. A home where everyone can grow, share and enjoy healthy, nature friendly food. For a decade, Food Works has pioneered this change. We don't just dream of a better food system; we build it, seed by seed, meal by meal. Join us to see this vision flourish across our city. We believe in a future where our food system is a source of health, equity, and connection for all. Join us in cultivating this future.

The purpose of this job

Food Works is building a movement for fair and sustainable food. We do this by creating inspiring food services that are both sustainable and accessible for all. Our food is sourced from business surpluses and community growing. We are looking for someone to help us set up and deliver our food growing services, growing food for Food Works as well as supporting other organisations and individuals to grow food. This will involve working with colleagues and volunteers to manage the site to be a conducive and productive food-growing operation, as well as developing guides and delivering sessions to teach others about growing food.

Key responsibilities

Food growing

- Working with volunteers to efficiently operate our food growing site and make sure it is productive.
- Liaise with our warehouse and kitchens to ensure we produce the crops we most need, and that harvests are effectively used.
- Contribute to the design and implementation of processes and procedures.
- Ensuring the safe operation of equipment and premises.

People

- Managing a team of diverse volunteers, to encourage a positive working environment and promote development.
- Support volunteers by delivering skills development and training on a range of topics around food and customer service.
- Create a welcoming and respectful environment where customers and volunteers feel welcome and respected.
- Managing collaborative relationships with partners and customers of our seedlings scheme

General Food Works duties

- Be an ambassador for Food Works and support its aims and mission
- Embody Food Works values in your work, and support others to do the same.
- Be a proactive and supportive team member, helping colleagues where needed

Who we need in our team

To achieve our mission we need a team who actively support and embody our aims and values. That means more than just coming in to do your job. We need people who:

- care about our mission and want to contribute to achieving it;
- care about people, and enjoy working to empower a diverse and inclusive community;
- Are open to creative and new ways to solve problems;
- are collaborative, actively inviting others to contribute to their work, and generously contributing to the work of others where needed.

We'd love to hear from applicants that represent the communities we work with and welcome applications from young people, Black, Brown, Asian and Roma persons, marginalised genders, people from the Queer community and people who have a disability, impairment or learning difference. We are an employer that values lived experience at all levels of our organisation.

Specifically for this job we would also look for someone who is:

- An experienced manager of both people and resources.
- A capable organiser who can work with a large degree of autonomy.
- Experienced in delivering training and inductions.
- Experienced in food growing, ideally in a professional production environment.
- Good level of IT skills, in particular with G-Suite.

- Excellent communication skills, with skills in customer service and conflict resolution.
- In possession of a valid UK driver's licence.

If you think this fits you, then we'd love to receive your application to join our team.