**Community Food Growing Projects Worker (3 days per week)**

**We are looking for someone to join our workers’ co-operative and support our work within communities** – based from our food growing hub at the Hawkwood Plant Nursery in Chingford. This work takes food growing and learning into community spaces where people live, work, and play. We are looking for a range of skills in project coordination, community partnership work and a strong track record of spotting opportunities and making things happen. Can you take a chance, run with an idea and grow community through food growing?

**If you are motivated by using food growing to build personal resilience and bridges between communities, and seeing once-empty spaces productive and flourishing, then we could have the role for you.**

**Job Description**
This is a varied role working as part of the Community Growing and Young People’s team within OrganicLea, where projects strands include food growing and gardening for health and wellbeing, building resilient communities, improving biodiversity and environmental projects working with young people.

The focus of this role is building resilient communities through food growing, working with residents across Waltham Forest and other local boroughs. We have the following projects funded between now and September 2021 which would form the initial work in the role:

* Coordinating a neighbourhood greening project in Tottenham
* Coordinating a neighbourhood greening project in Walthamstow
* Coordinating the design and build of a community garden on a housing estate in Enfield
* Developing youth social action greening projects in Waltham Forest

The role will involve ongoing strategic partnership with local councils to continue developing food growing strategies in their boroughs.

More detailed tasks and responsibilities, and the skills and qualities we are seeking, are set out below.

Experience of working with diverse communities and an understanding of and willingness to develop and co-create projects alongside residents and other community groups is more important than formal education.

If you do not meet all the skills and experience listed in the personal specifications, but feel you are the right person for some of this work, you are still encouraged to apply.

**General Co-op responsibilities:**

OrganicLea is a workers’ co-operative (currently 24 coop members in paid contracted roles) whose activities are managed by its members. We are recruiting for a coop member with this role, so you need to be able to contribute to OrganicLea’s governance and strategic development which can involve occasional paid and unpaid work in addition to your role hours. These include:

* Participate in General Meetings and work teams of the cooperative and support the processes of consensus decision-making within the cooperative.
* All workers are required to monitor and mitigate financial, health and safety and other risks within their area of responsibility.
* Share responsibility for peer appraisal and support, facilitating meetings, minute-taking, and other organisation-wide tasks.
* Participate in the development of OrganicLea as a workers’ cooperative organisation, including contributing to the development of other related projects within the cooperative.
* Work together with other Co-op members and volunteers according to co-operative and permaculture principles (For more information on these principles, see our website)

Members are expected to abide by the Secondary Rules and policies of OrganicLea, work considerately and respectfully with all, and be willing to undergo training as deemed appropriate by the Co-op.

**Community Food Growing Projects Work**

**Responsibilities of the role include:**

* Engaging with residents and community groups to co-create green spaces that work for them
* Providing training and delivery support for sessional workers and volunteers on projects
* Delivering food growing and gardening sessions with a diverse range of participants, including young people
* Identifying and acting on initiatives that grow this aspect of our work
* Developing project proposals and negotiating contract budgets
* Supporting partner organisations in their fundraising for community food growing activity and education
* Building relationships with partners, from small grassroots groups of residents, to senior staff in the statutory sector
* Contributing to fundraising strategy, writing funding proposals as required and often with short notice
* Maintaining up-to-date project budgets
* Organising the collection of monitoring, feedback and evaluation data

**Person specification**

We are looking for the following skills, experience and commitment:

***Experience and Skills***

* Experience of developing, coordinating and delivering community-based projects and consultations
* Experience of delivering several funded projects at the same time, including monitoring and reporting
* Experience of coordinating and supporting people
* Gardening and garden planning skills, with horticultural qualification (or willingness to complete this with OrganicLea)
* Logistical skills that support you to create challenging projects that thrive
* Strong organisation skills including time and project management, an ability to prioritise and financial literacy

***Ability and Commitment***

* Ability and willingness to be ‘out-and-about' building relationships with residents and community groups, ideally informed by a knowledge and understanding of communities in Waltham Forest and neighbouring boroughs
* Confident working with young people
* An understanding of, and commitment to, organic food growing in urban environments and an ability to translate this into communication relevant to a range of cultures and educational needs
* Ability to develop the work strategically and take initiative to generate funding
* Commitment to working within a cooperative structure and decision making ability rooted in consensus
* A flexible attitude with an ability to work within constraints, including financial, and commitment to practical problem solving
* An ability to work under own supervision, to manage and prioritise own workload and to meet deadlines, but also work as part of a team in a cooperative and sensitive manner
* Commitment to community empowerment, especially in diverse urban communities
* Commitment to environmental sustainability in all aspects of the work
* Clear vision and excitement about the opportunities to develop aspects of this work

**The detail:**

* **Hours:** The role is for 3 days per week, with some flexibility around working days. There is likely to be occasional weekend work involved with the Community Food Growing projects.
* **Salary:** £25,480 per annum pro rata (based on a 35 hour week)
* **Contract length:** This is a permanent contract subject to a 7 month probationary period for coop membership.
* **Responsible to:** OrganicLea Workers’ Cooperative
* **Location:** The base for project administration can be Hawkwood Community Plant Nursery and at our office at the Hornbeam Centre in Walthamstow.

 Successful appointment to the role will be subject to satisfactory references and will require a Disclosure and Barring service disclosure.

We particularly welcome applications from people with disabilities, BAME community members, LGBTQIA+ people and people without university degrees. We have a commitment to become a Disability Confident employer.

**How to apply:**

* Please read the above role responsibilities and person specification carefully
* Please follow separate ‘How to apply’ document for information on how to apply. This can also be found on the website at <https://www.organiclea.org.uk/>.

You can contact Sunniva Taylor about the application process by email on sunniva@organiclea.org.uk. Please note responses won’t be made between 23 December 2020 and 2 January 2021.

**Please send completed applications to** **sunniva@organiclea.org.uk****.**

**Deadline for applications is Thursday 14 January 2021 at 5pm.**

Interviews are to take place in week commencing 25 January 2021

Start date: As soon as possible after interviews