

Your Local Pantry Development Worker (North) Development Worker (South) Job pack

Purpose of the job

Our vision is that the UK can and must be transformed into a country where everyone can live a full life, free from poverty. Poverty robs people of dignity, freedom, and hope, of power over their own lives. We believe that our vision - an end to poverty in the UK - can become a reality. All members of the Church Action on Poverty staff team are expected to contribute towards achieving the organisation's core strategic goal of building a more powerful social movement rooted in principles of dignity, agency, and power, committed to realising this vision together.

The post-holder is responsible for working within the 'Your Local Pantry' programme to support Pantry development and support existing Pantries. You will work with potential new organisations to find appropriate Pantry partners; provide Pantry partners with support, advice and training to set up operationally successful Pantries within the 'Your Local Pantry' network and support existing Pantries to be sustainable, value centred, member led and positively impact members lives.

We are advertising for two roles with a focus on different geographical areas. **Please let us know which post you are applying for.**

The Development worker (North) will focus on northern England (North East, North West and Yorkshire), Scotland, Northern Ireland and north Wales.

The Development worker (South) will focus on southern England (London, South East and South west) and south Wales.

Key responsibilities

Building Dignity, Agency and Power to End Poverty

- Support Church Action on Poverty's wider strategic goals, through contributing to and promoting engagement with wider programmes and movement building.
- Actively build relationships with colleagues, partners and individuals to strengthen networks across our projects and activities.
- Encourage opportunities for individuals experiencing in poverty to speak truth to power and take part in community activism with the organisation and partners.

Pantry development and support

- Provide training, advice and support to partner organisations, staff and volunteers to enable them to open new Pantries, following standard Your Local Pantry guidance.
- Liaise with the wider Pantry team, to provide new partners with access to YLP branding, materials, communications resources and access and training in how to use the bespoke online YLP membership management Salesforce programme.
- Ensure Pantries are compliant with relevant health and safety, and safeguarding policies and procedures and any other policies and procedures required to operate as part of Your Local Pantry.
- Ensure Pantry partners sign appropriate Your Local Pantry agreements and agree to pay appropriate development and membership subscriptions.
- Support existing Pantries to be sustainable, value centred and member led

Promoting 'Your Local Pantry' and engaging potential new Pantry partners

- Pro actively follow up on enquiries to open Pantries, hosting initial meetings and information sessions for interested organisations
- Contribute to gathering Pantry members' stories and network activities
- Contribute to Pantry network and model innovations as required
- Contribute to key network-wide events and Church Action on Poverty projects including YLP Conference and Challenge Poverty Week.

Project management and development

- Report as required for management and funder purposes
- Play an active role in the Your Local Pantry project team and work closely with partners in designated region
- Participate in weekly Your Local Pantry and Church Action on Poverty team meetings online and a minimum of 5-6 in person staff meetings/training days per annum in Greater Manchester

Accountability and relationships

- Employed by Church Action on Poverty Ltd
- Accountable to/provided line management/support by Your Local Pantry Manager
- Working closely with the other members of Church Action on Poverty staff.

Terms and conditions

Duration: 12 months initially, but with further 2-year extension subject to funding.

Hours: 28 hours per week, including some 'unsocial' hours, evening and weekend working and overnight travelling for which Time Off in Lieu is provided.

Salary: Church Action on Poverty Salary Band D, (APT&C scale points 24-29, currently £31,099 - £35,411 – pay award pending) pro rata, dependent on previous pay, paid on the 14th day of each month.

Pension: A pension contribution of up to 10% is payable to the NEST pension scheme provided the employee makes a contribution of 5%.

Holidays: 25 days per annum (plus statutory bank holidays and two additional days between Christmas and New Year) pro rata, rising to 30 days after 5 years.

Benefits: Simply Health Cash Plan, Work from Home allowance, Cycle to Work Scheme, Staff Expenses Debits Card, National Gym and Partner Discounts.

Location: Home working, based in one of the specific geographic regions for this post. Frequent travel within this region and with travel to Greater Manchester (minimum of 5-6 in person staff meetings/training days per annum).

Person specification

Criteria	Assessed by
Skills/knowledge	
Knowledge and/or experience of community food projects and initiatives	A.I
A self-starter who is good at networking, initiating relationships and activities (Essential)	A.I
Able to work both autonomously and within a team, with confidence to work without direct supervision (Essential)	A.I.R
Strong interpersonal and communication skills including verbal, written and presentational. (Essential)	A.I.
A driven and values led person, with enthusiasm to make a difference	A.I.R
Flexible and able to adapt to a range of individuals, organisations and approaches.	A.I.R
Competency in working online, using a range of tools including Zoom, Microsoft Teams, Google Workspace and Salesforce (Essential)	A.I
Experience	
Experience in setting up, managing or delivering community-based projects	A.I.R
Experience of building partnerships and relationships across a wide range of organisations and individuals (Essential)	A.I.R
Work related circumstances	
Understanding of and willingness to adhere to Church Action on Poverty's vision and values and Your Local Pantry values (Essential)	I
Willingness to work flexibly, including some evenings, weekends, and nationwide travel, including occasional overnight stays (Essential)	I
Full UK Driving Licence and access to a vehicle desirable.	A

A = Application; I = Interview; R = Reference

For more information or for an informal chat, please contact James Henderson:

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