

Shoreditch Trust

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Shoreditch Trust Cook and Eat Facilitator

Managed by: Practice Lead: Group Facilitation

Salary: £14-16 per hour depending on experience

Contract: Casual, hours vary

Probation: Three months

Holiday: 30 days (pro rata)

Based at: Shoreditch Trust Head Office (12 Orsman Road) but will be required to attend other venues and locations

Shoreditch Trust is working to create a future free from inequality. Our people-focused and peer-support approach enables us to model our services around the needs of those we support, facilitating individual and community leadership and development and encouraging people to achieve their goals.

Shoreditch Trust has over 20 years' experience and specialist expertise in designing and implementing community-based health and wellbeing programmes.

We support communities in Hackney and neighbouring boroughs to improve their health and wellbeing, develop social networks, and build skills and opportunities for meaningful employment.

Our focus is on working with people who experience health, economic and social inequality, including women in pregnancy and early parenthood, young people not in education or work who are at risk, stroke survivors, socially isolated older people and those experiencing long term health and social issues.

The purpose of the post is to support the Community Table programme and deliver Cook and Eat workshops and courses at venues around Hackney

Job Description

The work plan will be focused on four main areas:

1. Planning cook and eat sessions and recipes with support of Practice Lead: Group Facilitation
2. Collecting ingredients from the WaterHouse restaurant
3. Leading the safe, effective and timely delivery of cook and eat sessions
4. Supporting Shoreditch Trust policy and procedure

1. Planning cook and eat sessions and recipes with support of Practice Lead:

- Planning sessions and recipes in collaboration with Practice Lead for Group Facilitation and other Shoreditch Trust staff
- Being responsible for access keys, session information and all other documentation relevant to the session, to be obtained from the Shoreditch Trust Head Office at 12 Orsman Road and returned to the Shoreditch Trust within the agreed time frame

2. Collecting ingredients from the WaterHouse Restaurant:

- Arrive at the collection point, WaterHouse Restaurant, 10 Orsman Road, in a timely manner
- Collect ingredients, check quantities against pre-prepared list
- Securely pack ingredients for transport to delivery location
- Unpack and wash ingredients on arrival at location

3. Leading the safe, effective and timely delivery of cook and eat sessions:

- Supporting and guiding clients through the preparation of recipes
- Ensuring that the kitchen or work space in order to deliver sessions: ensuring the work space is clean, eliminating hazards (e.g. trip hazards), setting out utensils and ingredients;
- ensuring the safety of participants in sessions with an emphasis on safe handling of knives and cutting techniques, hygiene and use of the oven and hobs;
- Engaging with participants and members of the public to convey healthy eating information and ensure active participation in the session;
- Implementing and following all health and safety and food safety guidelines;

4. Supporting Shoreditch Trust policy and procedure

- Implementing and following all risk assessments, health and safety and food safety guidelines in line with national standards
- Collecting relevant monitoring data in line with the needs of the session and associated project, and inputting in to a database, following Shoreditch Trust's policy on GDPR
- Reporting on attendance and key comments or milestones for participants
- Any other duties commensurate with the post

Job Requirements

In order to be responsive to the community and to be able to support Shoreditch Trust activities, you will need to be flexible, working some evenings and weekends. Hours will be agreed on a mutually beneficial basis in line with planned activities.

Personal Specifications

Job related aptitudes and skills

Essential

- Working with community groups in a culturally diverse area
- Teaching healthy eating in a group setting or on a one-to-one basis
- Leading and facilitating workshops with individuals from diverse backgrounds
- Cooking or preparing food in a busy environment
- Food Safety Level 2
- A valid Disclosure and Barring Service check dated within the last 12 months

Desirable

- Confident cook with excellent cooking skills and a passion for cooking
- Experience working with schools, youth groups, community organisations, vulnerable adults and people with disabilities
- Flexible and patient facilitator that can adapt to different learning abilities, environments and conditions
- Excellent group management skills
- Skilled communicator, able to inspire, include and train individuals and small groups
- Knowledge of healthy eating principles and a passion for healthy eating
- Good team worker and prepared to be flexible to ensure successful delivery of projects
- Good attention to detail and excellent time-keeping

Shoreditch Trust Values

Our Values guide everything we do with clients, colleagues, partners & commissioners:

Equality: we believe that everyone has the right to lead healthy and fulfilling lives. We support people to recognise opportunities and overcome obstacles to realise their potential.

Connection: bringing people together is at the heart of what we do, forging strong and trusting relationships to enrich our work and the lives of our clients.

Compassion: we believe everyone should be treated with kindness and respect, and recognise that honest and challenging conversations can be as important as encouragement.

Independence: we promote independence, enabling people to make informed decisions and take ownership of their own development.

Flexibility: we strive to respond flexibly and intelligently to people's needs, understanding that there is no 'one-size-fits-all' when it comes to real lives.

Anti Racism

At Shoreditch Trust we realise that systemic racism is an issue that affects us all; we recognise the many ways that racism undermines the health and opportunities of people who are affected; we respond in every way we can to repair the harms that racism causes; and we resist any policies or ways of behaving on our part that may be racist.

Equal Opportunities

Shoreditch Trust is committed to encouraging diversity and eliminating discrimination in both its role as an employer and as a provider of services. Through its aims as a charity, Shoreditch Trust recognises that the communities we work with have endured long-term deprivation and under investment. It also recognises the incredible potential of those communities and individuals. We are committed to

challenging and changing this situation and to contributing to the creation of a fair, equitable and accessible society.

Shoreditch Trust is committed to creating a diverse and inclusive organisation - a place where we all can be ourselves and reach our full potential at work. We offer a range of staff support programmes, including 4 development days, extensive training opportunities and wellbeing policy and initiatives. We welcome applicants from diverse backgrounds, including race, disability, age, sex, gender identity, sexual orientation, religion and belief, marriage and civil partnership, pregnancy and maternity, and caring responsibility.

Safeguarding statement

Shoreditch Trust works with children, vulnerable young people and adults at-risk in a variety of ways and is committed to providing a safe, positive and friendly environment. We have a statutory and moral duty to ensure and promote the welfare of these groups regardless of race, disability, gender, age, sexual orientation, religion and belief, gender reassignment, pregnancy and maternity, marriage and civil partnership. Our policy extends to the treatment of all our service users, partners, volunteers, visitors and employees of Shoreditch Trust. The Trust abides by the legislation in place for safeguarding and takes into account best practice in child and adults at-risk safeguarding.

Safer Recruitment

Shoreditch Trust places the utmost importance on the welfare and wellbeing of its clients. The selection process will assess the candidate's suitability for the role and explore any gaps or anomalies in the application process. Confirmation of the post is subject to a minimum of two satisfactory references; where eligible, a satisfactory outcome of the DBS check. This is in addition to the necessary information to attend an interview: Proof of identity and proof of the right to work in the UK.

This job description is intended as an outline indicator of general areas of activity only. Shoreditch Trust is a small charity and as such all staff are expected to vary their duties as necessary to meet the needs of the organisation.