# **Epping Forest Foodbank Church & Community Engagement Officer: Job Description**

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| **Job title** | Epping Forest Foodbank Church & Community Engagement Officer |
| **Start date** | July 1st 2024 (probation period of 6 months) |
| **Salary** | £25,000  |
| **Hours** | Full time  |
| **Contract** | 1 year maternity cover |
| **Annual Leave** | 20 days plus Bank Holidays (FTE) |
| **Line Manager** | EFFB Director |
| **Working hours** | Specific days/hours to be discussed |

### ***Please note, that in order to fulfil all the duties of this role, the person we hire will need to be of the Christian faith. This is an Occupational Requirement for this position and it therefore qualifies as exempt from the 2010 Equalities act.***

### **About Epping Forest Foodbank**

Epping Forest Foodbank (EFFB) is a charitable incorporated organisation providing emergency food parcels to local people in the Epping Forest area experiencing temporary financial crises. Local churches founded it on Christian principles and this is reflected in its ethos and values. EFFB currently has 5 distribution centres and rents a warehouse in Loughton for storage and office space.

In 2022-2023 EFFB handled over 3,200 referrals from referral agencies in the local area, providing emergency food for over 9,000 people. This was a 75% increase from the previous year. In addition to providing food, EFFB is committed to signposting people in crisis to relevant support according to their circumstances. EFFB currently has over 100 volunteers.

In order to alleviate hunger and effectively support local people, EFFB works in partnership with many local agencies and also benefits from operating as part of the wider Trussell Trust network.

EFFB is about to embark on a new strategy as part of the Trussell Trust’s Pathfinder initiative, and developing partnerships will be a key part of this.

### **Overview of role**

As EFFB embarks on a new strategy, we will be looking to develop key partnerships to further the work of the Foodbank by Changing Minds, Changing Communities and Changing Policy. This successful candidate will be at the forefront of working for wider systemic changes that affect the people who need our help and working to eradicate the drivers of food insecurity within Epping Forest.

* Lead the growth and development of key strategic relationships with community partners within Epping Forest
* Identify opportunities to increase the engagement of community partners with EFFB
* Engage with political stakeholders involved in policy decisions affecting those using EFFB’s services
* Lead the maintenance, development and growth of a Christian faith-filled culture within EFFB

### **Duties of role**

Lead the growth and development of key strategic relationships with community partners within Epping Forest

* Maintain existing relationships and develop new ones amongst local churches, schools, businesses and other local organisations
* Build awareness amongst partner organisations of ways in which they can support the strategic aims of EFFB and the issues facing those accessing the Foodbank’s services
* Create opportunities for church leaders and other key partner organisations to input into strategic discussions

Identify opportunities to increase the engagement of community partners with EFFB

* Represent and promote EFFB by speaking at local churches, schools and other relevant community partners
* Liaise with community partners to support events hosted by those organisations in support of EFFB
* Discuss ways in which EFFB and its community partners can work together to address food insecurity
* Recruit, train and manage volunteers to assist with increasing wider community engagement.
* Engage with local media to publicise the work of EFFB

Engage with political stakeholders involved in policy decisions affecting those using EFFB’s services

* Engage with the local council and MPs to raise awareness of the drivers of food insecurity in Epping Forest
* Assist in lobbying decision-makers to effect changes to reduce food insecurity in Epping Forest
* Develop and lead grassroots campaigns to effect change within Epping Forest
* Explore and understand the experiences that are bringing people to need the Foodbank’s support, working with Foodbank staff and volunteers, through listening activities, running workshops, developing surveys and/or carrying out research.
* Build the capacity, skills and confidence of our local community, including people who use our food bank, to enable them to share their experience and campaign for change
* Engage in Trussell Trust’s central priority campaign activities, working with the food bank and local community.

### **Personal skills**

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| **Experience** | * Experience in building professional relationships with partner organisations
* Experience of Leading or managing teams of volunteers
* Experience of working with those affected by poverty and/or food insecurity
* Experience of working or volunteering in an organisation that deploys volunteers
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| **Skills** | * Excellent organisation and administrative skills, including the ability to prioritise tasks and manage competing demands
* Confident oral communication, including in front of larger groups of people and in a one-to-one setting
* Excellent written communication skills
* Competent using Microsoft Office, Google applications, email, internet and social media
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| **Personal requirements** | * Ability to take initiative and problem solve
* Ability to work under pressure and deal with challenges calmly
* Excellent interpersonal skills and ability to speak appropriately to all types of people
* Ability to be flexible with work hours and type
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| **Other**  | * Passionate about tackling poverty and food insecurity
* Commitment to the aims, values and purpose of EFFB
* Understanding of Christian belief
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