



Community Food Partnership Manager

Salary: £35,352.45 Per annum

Hours: 37.5 hrs per week

Term: 2-year fixed term contract

Location: Office base either Brightspace, Ipswich or Kirkley Centre, Lowestoft with blended home working

Start Date: As soon as possible

About us

Community Action Suffolk (CAS) is the county's infrastructure organisation for the Voluntary, Community, Faith and Social Enterprise (VCFSE) sector. We exist to ensure our sector, and its volunteers are supported, safe and sustainable and that our communities are active and resilient.

Our values of collaborative, enabling, person centered, responsive and trusted are the golden thread which runs through who we are and how we operate, and we aim to make them real every day.

About the role

Do you have a passion to support community food organisations with initiatives to help build sustainability and reduce food poverty?

In this role you will be providing guidance to volunteer led community food projects to enable them to support those who are in food need, whilst also being part of work to help end food insecurity.

As the Food Partnership Manager you will be managing staff and coordinating a variety of organisations and networks to ensure distribution of food is fair and equitable. Groups include Churches, parish councils, Food Pantries and Top Up Shops as well as liaising with the local authority and community sector organisations. This position will also involve working alongside Suffolk County Council's communities and funding teams to ensure holistic support is provided. Therefore collaboration and partnership working is key.

The successful candidate should have previous experience of managing staff, strong interpersonal and communication skills, attention to detail and a flexible and self-motivated approach. You should also have excellent organisational and prioritisation skills as there will often be the need to manage a busy and varied workload. Regular travel around the county is required for this role therefore candidates will need a driving license

We are a friendly organisation, committed to promoting a diverse and inclusive culture in all that we do, and welcome applications from individuals of all backgrounds. We aim to create a workplace which is welcoming, fair, and inclusive, where people can be themselves and contribute to our vision and values.

For more information, please visit

<http://www.communityactionsuffolk.org.uk/vacancies/> for a copy of our application pack. Alternatively, please contact Louise Bradshaw on louise.bradshaw@communityactionsuffolk.org.uk

We are happy to discuss any reasonable adjustments individuals may require in the recruitment process, or on commencement of post.

What we offer

You will work within a reputable charity which offers its employees benefits which include:

- Blended working where role allows
- Flexible working options to support work/life balance
- 33 days increasing to a maximum 36 (FTE) annual holiday which includes an allowance for bank holidays
- Up to 4% matched pension contribution
- 2 days pro rata volunteering days to support volunteering in Suffolk
- Staff Discounts Scheme for a range of retailers including; shopping, holidays, insurance, eating out and health and leisure activities
- Company Sick Pay Scheme
- Continued Professional Development for job related development
- Family Friendly policies and practices
- Tailored induction

Closing date for applications: 9.00am Friday 12th July 2024

Interview will take place the week commencing: 15th & 22nd July 2024

Completed applications should be sent to

louise.bradshaw@communityactionsuffolk.org.uk or via post to Louise Bradshaw, at Community Action Suffolk, 160 Hadleigh Road, Ipswich, IP2 0HH



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