**COMMUNITY GREENGROCER WORKER – DIG IN SHOP**

**£21,969 pro rata (£12 p/hr)**

The Dig In shop is a greengrocers based in Govan. It is a community shop run in partnership with Moogety Foods, Elderpark Housing Association and Urban Roots with the aim of supplying local people with fresh fruit and veg at a low cost and thereby helping them to choose healthier eating options**.**

**Role**

This is a short term role for 14 weeks with the possibility of extension dependent on funding and is based on a 3 day week for that period. The role of the job is to support the effective running of the Moogety Grub Hub food project. The project aims to support community learning to improve health, diet and address food insecurity enabling local people to:

* Have improved, affordable access to fresh produce
* Improve their skills in food preparation, cooking and storing
* Increase access to and knowledge of healthy eating
* Reduce social isolation and loneliness
* Increases access to volunteering and training opportunities

The work will be mostly sited at Dig In, Crossloan Rd but also may take place elsewhere in the vicinity (eg community centre). It will involve delivery of such activities as selling basic fruit and veg, membership and voucher schemes and making up recipe bags.

**Job duties**

* To work with line manager and other team members following direction from Moogety Foods committee
* To work with members of the public in a customer facing role
* Sourcing, preparing, distributing fruit and veg, recipe bags, maintaining stock and customer records
* Working with manager and committee to institute voucher and membership schemes
* Maintain cash handling system
* Keeping financial records and banking.
* Work with admin officer with regular financial reporting and recording
* Written reports, timesheets etc to line manager and regular supervision and team meetings
* Maintaining stock supplies and storing appropriately
* Devising and maintain HACCP system for food storage
* Undertaking any training required
* Working with line manager and/or nutritionist to devise healthy recipe bags and boxes (which may include cooking them to test out)
* May be required to do food demonstrations
* Minimise waste and work with manager to source best supplies
* Support project with marketing and social media
* Work with, and support volunteers
* Keep public areas clean and tidy
* Work in a safe manner and undertake risk assessments where required
* Any other reasonable duties as required by committee and line manager

**Person specifications**

Essential

* Pleasant, friendly manner for customer facing role
* A commitment to community led working
* A commitment to equality and diversity
* Ability to engage with people and recognising barriers to engagement and participation
* Cash handling skills
* Ability to organise and implement systems of recording and monitoring
* An interest in, and commitment to, the aims of the project
* Interest in promotion of healthy, affordable food
* Ability to work as team member and unsupervised
* Good communicator
* Good level of numeracy and literacy, ability to write reports
* Relevant experience – e.g. community work, retail
* Ability to carry out the duties in job description

Desirable

* Confident with cooking
* Relevant qualifications, e.g. CLD qualifications, REHIS Elementary Food Hygiene
* Knowledge or experience of community engagement
* Understanding community enterprise objectives and implementation

Duration of contract: Commencing as soon as possible, for 12 weeks initially. (Any extension of this contract is subject to further funding.)

**Application notes**

To apply, please email CV and covering letter describing your suitability for the post to julia@urbanroots.org.uk by 12 midday on Monday 20th March.