

JOB VACANCY: Bridgend Farmhouse Community Allotments Seasonal Gardener, Facilitator and Co-ordinator – in job share

This is an exciting opportunity to be part of a thriving community project and take part in a growing season alongside a diverse team of people. We are looking for an enthusiastic, kind and organised community gardener to join the Community Allotments team throughout the growing season (April-November 2024).

JOB TITLE: Bridgend Farmhouse Community Allotments Facilitator, Coordinator and Gardener – in job share

WORKING ALONGSIDE: Pre-existing Community Allotments Co-ordinator (who works 4 days per week)

PLACE OF WORK: Bridgend Farmhouse Community Allotments, 41 Old Dalkeith Road, Edinburgh, EH16 4TE

REPORTS TO: Supervisor (Trustee Member)

PERIOD OF WORK: April-November 2024

HOURS OF WORK: 14 hours a week. Necessity to be on site 10.30-3.30pm on Tuesdays and Fridays. Other 2 hours used for set up and attending fortnightly Tuesday OSG meeting. Extra hours available for events.

PAYMENT: Freelance Contractual Agreement (Self-Employed basis, you would need to file your own tax return), 14 hours/week, £15/hour

DURATION: 7 months, with possible extension depending on funding and staffing

HOLIDAY: 1 month notice and cover sought

About Bridgend Farmhouse:

Bridgend Farmhouse is an award-winning community benefit society with charitable status based in South East Edinburgh. Our mission is learning, working, and growing together to develop a flourishing community and place. Following a successful campaign to gain community ownership of the land, the community project renovated and extended the 18th century farm steading and now runs a thriving community hub where people meet to carry out creative, physical, and purposeful activities and to share their skills and knowledge with others. We work to address social inequalities, reduce isolation and loneliness, strengthen community involvement, build local resilience, develop environmental education and stewardship, and support people to be active agents in their life.

Within the Farmhouse Allotments, our primary purpose is to provide a space for people to connect with food growing, nature, themselves and each other as they learn about all the stages of vegetable growing, as well as reaping in the joys of the harvest. Most of what is produced in the allotments goes towards our volunteer lunches, and during the

summer season we supply lettuces, tomatoes and herbs to the farmhouse cafe. Volunteer numbers per session tend to be 10-25 people.

Our members are our 400+ Community Shareholders, and we are led by our Board of Directors/Trustees who are elected from our membership and are predominantly local people. We work with a sociocratic model of sub-groups and Volunteers' Forum to inform and influence decisions at all levels of the organisation.

This is a 7 month post to cover for one of our Community Allotment Co-ordinators who is taking a sabbatical. The job is a shared post so the successful applicant would have a very experienced, passionate, kind and co-operative team mate to work with. The post is funded by our unique Farm2Fork project via Acorns2Trees.

There is a particular focus on engaging and helping adults with Learning Disabilities and local residents from our area of benefit: EH16/EH17 areas in south-east Edinburgh. The post holder will involve participants in a range of gardening activities, to help address health and wellbeing inequalities, educate around food growing and healthy eating, and raise awareness of environmental and climate issues.

The overall purpose of the post

Purpose of the post:

To support Bridgend Farmhouse Community Allotments in the safe and thriving day-to-day operation of the land and garden facilities for the benefit of all users, through facilitating and organising on-site activities alongside our other Co-ordinator.

Main responsibilities:

- Work alongside our Community Allotment Co-ordinator to deliver regular weekly volunteer gardening/food growing sessions at Bridgend Farmhouse on Tuesdays and Fridays (10.30- 3.30pm with flexibility for longer days between June-September)
- Help provide a welcoming, friendly and inclusive place for all participants
- Share and teach about food growing, food preparation, allotments upkeep and biodiversity care
- Plan, harness and maximise seeding and growing yields for optimum harvesting throughout the year
- Work with a wide range of individuals including occasional visits from children's groups
- Welcome newcomers during our morning 'tour' hour (from 11.30am)
- Support in delivery and organisation of our two other annual events, a Harvest Meal (early September) and an Apple Pressing Day (early October)
- Support in the kitchen where necessary (e.g. when we have a larger group extra help may be needed with lunch prep, set up)
- Continue trying to create more organisation within the allotments
- Support in general maintenance and upkeep of gardening tools, and growing structures

- Continue partnerships and collaborations with other community groups, schools, support services, and user groups who can participate in the community gardens and managing different beds or parts of the garden/allotments (ASL, Greenworks rainwater harvesting, Historic Environment Scotland, Local Area Co-ordination, Spotlight, Craigour Park, Rhyze Mushrooms)
- Encourage peer-led group working, learning activities, and opportunities for skills exchange in the gardens
- Take on administrative tasks including responding to emails/phone messages from potential participants; being in contact with funders / potential funders; following up on specific projects; being in touch with participants about specific events/closed days; organising two events
- Implement health, safety and safeguarding policies within the boundaries of the site

ADDITIONAL RESPONSIBILITIES (with Bridgend as wider organisation)

- Attend fortnightly meetings (4-5.30pm) with Operational Steering Group
- Alongside our Community Engagement Worker and Youth Skills Development Worker - engage and support new volunteer and membership engagement with the project and activities, particularly with groups who are marginalised by learning disabilities, social isolation, mental health and Black and Minority Ethnic groups
- Support in Bridgend's commitment to become more self-sufficient and a hub which is building climate and community resilience
- Be prepared to work occasional evenings or weekends in response to organisational needs
- Develop and maintain an evidence base for tracking individuals' progress. ^[L]_[SEP]Contribute evidence required for any funders using varied media with support from our Development Co-ordinator.
- Work with Admin and Finance Officer to keep maintenance, stock level, and inventory records up to date

PERSON SPECIFICATION

Essential knowledge, experience, skills and attributes:

1. Experience of community gardening and/or community development work
2. Experience of organic food growing
3. Commitment to inclusive practise
4. Experience of working as part of a team
5. Confidence in cooking/food preparation
6. Excellent communication, interpersonal skills, a good team player with a sense of fun and joy
7. Experience in facilitation and awareness of group dynamics, good at having an overview and holding different people's needs, whilst elevating their skills

8. Experience of motivating, supervising and working with volunteers, particularly people from vulnerable groups
9. Keen interest in healthy food and commitment to promoting healthy, sustainable lifestyles
10. Keen interest in biodiversity and nature
11. Commitment to reduce/reuse/recycle approach to waste
12. Ability to work on own initiative / with minimal supervision – well-organised, able to plan, prioritise.
13. Experience with event organising
14. Good level of IT and digital competence for making flyers and managing eventbrite
15. Resilient, can-do and problem-solving approach to challenges

Desirable, experience and skills:

1. Knowledge of the local area and its communities
2. Training/Qualification in Outdoor First Aid
3. Recognised Qualification in Horticulture and/or Regenerative Farming
4. Experience as a Seasonal Worker on a farm
5. Experience of supporting and motivating volunteers to take part in collective decision making

Disclosure (PVG) requirements

The appointment is subject to Bridgend Farmhouse being satisfied that the candidate meets the requirements of the Protection of Vulnerable Groups (Scotland) Act 2007.

To apply:

Please send CVs to darla@bridgendfarmhouse.org.uk with an A4 cover letter expressing why you are keen to step into this role by **FRIDAY 8th MARCH, MIDDAY**. If you do not meet all of the requirements, please don't let this put you off applying – we are open to hearing from you and why you are keen to step into this role.

Bridgend Farmhouse, February 2024