



Lancaster District Food Justice Partnership

Development Worker

Job Description

Location: Hybrid working between LDFJP and Citizens Advice North Lancashire offices, and out in the community

1. **Reporting to:** Community Advice Team Leader
2. **Reporting to the LDFJP Development Worker:** N/A
3. **Contract Duration:** 12 months fixed term
4. **Hours:** 21 hours per week (can be worked flexibly where needed)
Evening and weekend work may be required within the 21 hours per week
5. **Salary:** £27,292 FTE (£16,375 actual)
6. **Holidays:** 40 days per annum FTE inclusive of bank holidays and Christmas shutdown (24 days per annum actual)

7. **Main Purpose of the Job:**

The Development Worker will oversee work that meets the Lancaster District Food Justice Partnership (LDFJP)'s charitable aims and future action plans. You will have a passion for engaging with communities around food insecurity and issues of poverty. You will have excellent organisational skills, the ability to work with a range of people, work well in a team and use your own initiative. Experience of planning and delivering community-based projects is essential for this post.

The overall aims are:

- a. Increase involvement in decision making around anti-poverty work and food insecurity, by people with direct lived experience
- b. Increase recognition of the social value of food
- c. Increase learning and development opportunities for those directly affected by food insecurity to share their experiences, skills and knowledge
- d. To further the LDFJP's charitable aims and develop an action plan in line with these
- e. To encourage and support increased engagement and participation from the Lancaster District's network of food support organisations, maintaining great communication and partnership working
- f. Work with wider funding networks to ensure future sustainability of this role

Main Duties & Responsibilities

Specific Responsibilities

- Work with LDFJP members, and the wider FoodFutures network, to further the charitable aims of LDFJP, ensuring member organisations are sharing information and working in a collaborative way
- Consult and engage with relevant communities and partners to ensure co-development of solutions that appropriately meet the needs of our target audiences
- Specific support of LDFJP food club network. This includes organising, facilitating and chairing monthly meetings with the LDFJP's food clubs, regularly visiting food clubs when needed, liaising with FareShare and Lancaster City Council regarding distribution of HSF (Household Support Fund)
- Work with partners to maintain and develop appropriate monitoring and evaluation and complete data collection. Ensure appropriate measures are taken to record impact
- Promote improved understanding of broader support available to communities
- Research possible training opportunities for staff, volunteers and communities
- Work with partners to identify gaps in provision and development opportunities and support with funding applications where necessary in completing actions
- Pursue LDFJP priority issues and specific objectives including resource development, referral pathways and public information

- Be the active link between the LDFJP and the wider FoodFutures network and report back to the LDFJP Core Group meetings as necessary (this includes attending monthly Heart Group meetings and Quarterly FF Partnership meetings)
- Attend and serve as note-taker (until another is identified) for all bi-monthly online/ in-person LDFJP meetings
- Attend and report directly to LDFJP trustee meetings (these may co-exist alongside bimonthly LDFJP meetings.)
- Link in with work being done as part of the Lancashire-wide food support network
- Promote the LDFJP's values, vision and activities using press, marketing, and social media
- Link in with work being done as part of the Lancashire-wide food support network including FoodFutures
- Promote the LDFJP's values, vision and activities using press, marketing, social media and FoodFutures website
- Embed and progress the Food Ladders Approach and Food Circles approaches. Supporting groups to access land for growing, community kitchens and composting sites to increase movement to rung three and overall sustainability

General Responsibilities

- To engage with and contribute to your own training and continual professional development
- To take responsibility for your own health and safety and that of others in line with LDFJP and Citizens Advice North Lancashire's Health & Safety policies
- To take responsibility in safeguarding children, young people and vulnerable adults in line with the LDFJP and Citizens Advice North Lancashire's Safeguarding policies
- To work under the Service Level Agreement between LDFJP and Citizens Advice North Lancashire. You will be employed by Citizens Advice North Lancashire but the role is to develop and work with LDFJP and their aims and objectives
- Ensure compliance with LDFJP and Citizens Advice North Lancashire's Equality & Diversity policies
- Carry out any other tasks that may be within the scope of the post to ensure the effective delivery and development of the service