



ENGAGEMENT LEADER

About the Farm

The Community Farm is a not-for-profit social enterprise based in the Chew Valley, just outside Bristol and Bath. We are a nature-friendly, organic farm, working with a network of producers who share our ethics, to supply fresh, local and organic food to hundreds of households throughout Bristol, Bath, the Chew Valley, Frome and Weston-Super-Mare. We aim to grow community as much as we grow food. Every year we welcome over 1,500 people onto the land for volunteering sessions, wellbeing courses and events centred around food, farming and connection to the land.

Who are we looking for?

We need people who are strongly self-motivated and have a deep enthusiasm for food, farming and the natural world. The Farm is an inspiring place to work, and the enthusiasm of our wonderful volunteers keeps us all motivated. Working at The Farm does involve handling a myriad of weather conditions, even office-based workers need to relish the farm environment. Unfortunately, there is no public transport to The Farm, so you must be able to drive and have access to a car, or be a keen cyclist.

Main Purpose of the Job

Our Engagement Leader manages, welcomes and hosts our community; from farming volunteers new and old, to course participants, event attendees and corporate groups, from wildlife conservationists to gleaners. You need to be excellent with people, highly practical, confident with farming tasks and knowledgeable about wildlife. You will be able to complete and demonstrate land-based activities, as well as being incredibly organised and comfortable with office systems.

Position in The Community Farm

Reports to and supported by: Food and Farming Manager and Assistant Managing Director/Managing Director

Main relationships: Volunteers, Grow and Make Co-ordinator, Wild Steps Co-ordinator, Growers, Communications and Customer Service Officer, Community Farmer, Warehouse Manager

Duties and Responsibilities

This is not an exhaustive list of duties but gives an outline of the roles and responsibilities of this position.

Operational Duties

- Managing enquiries through to sign up or calendar booking. This includes visitors, volunteers, groups, community and delivery partners.
- Managing communications and celebrations for volunteers to keep them updated with and engaged with The Farm.
- Developing an annual work plan for the wildlife and conservation activities on The Farm including managing our wildlife monitoring surveys.
- Planning and delivering our Farm hosted events such as our Wassail with other members of the events team.
- Working closely with the farming team to understand activities required, ensuring appropriate tasks are allocated to the right groups and priorities are achieved.
- Managing community venues (our roundhouse, yurt, compost toilets and learning area), utilities, tools and equipment to ensure our visitors remain safe and have an enjoyable experience when on site.
- Maintaining our marginal areas to ensure our lawns, flowerbeds, borders and learning area are pleasing to our human visitors, and a home to our wildlife.
- Assisting with recruitment, monitoring and evaluation of our community engagement. Keeping quantitative and qualitative records, reports and analysis to help us understand who is engaging with The Farm and how we can improve.
- Helping to cover aspects of other roles (Growers, Community Farmer and Communications Officer when staff are absent).
- Helping with communications to celebrate everything we do with our community.
- As The Community Farm's Safeguarding Officer; taking the lead on developing and communicating internal policy, practice, training and systems and being the person who safeguarding concerns are reported to [training provided].

General and Legal Responsibilities

- Acting enthusiastically as an ambassador for the Farm, to help uphold its reputation and communicate its aims.
- Communicating kindly, openly and clearly at all times with colleagues, volunteers and visitors.
- Being flexible in covering other roles or additional duties when essential (and if skilled to do so) in the event of sickness, holidays, or exceptional circumstances, including occasional evening and weekend working.
- Helping create a safe workplace for all staff and visitors.

- Helping meet all Environmental Health, Food Hygiene and Trading Standards regulations.

Person Specification

All items below are desirable but none are essential by themselves.

Knowledge and Experience

- Experience of leading mixed groups of volunteers and clients to complete practical horticultural tasks.
- Experience of working with vulnerable people.
- Experience of working for a social enterprise and/or small business.
- Experience working on a field scale organic farm/CSA.
- Knowledge of a wide range of organic horticultural practices.
- Knowledge of nature friendly farming/ gardening techniques.

Qualities and skills

- Practical horticultural skills.
- Ability to drive a tractor [training provided].
- Basic construction and DIY skills.
- Tool use including hand tools, strimmer and lawn mower.
- Proficient administration skills.
- Proficient IT skills, including using Microsoft Word, Gmail, Excel.
- An organised and methodical approach to work.
- Excellent written and verbal communication skills.
- Shows initiative and takes personal responsibility for completing tasks.
- Ability to manage complex interpersonal and group dynamics.
- Ability to deliver role in all weather conditions.
- First aid trained [training provided].
- Driving License.

Terms and Conditions

Job type: part-time, permanent position

Hours: 24 - 32 hours a week.

Location: based at the warehouse of The Community Farm, Denny Lane, Chew Magna, BS40 8SZ.

Pay: £13.56 per hour (annual salary equivalent at 40 hours per week £28,214) plus £200 per annum for Safeguarding Officer role. You will be expected to work within these hours, paid overtime to be agreed with your line manager.

Holiday: 28 days annual leave a year, rising to 32 days after 12 months continual service, and 33 days after 36 months (pro rata).

Benefits: Company Pension and Sick Pay, fresh veg, Cycle to Work Scheme.

Resignation period: This role requires a 1-month resignation period (upon completion of probationary period of 3 months)

Closing date: 4th October

Interview Date: w/c 14th October

Start date: w/c ASAP

The Farm reserves the right to close applications early if a suitable candidate is found, so please complete your application as soon as you can, and don't hesitate to contact us at jobs@thecommunityfarm.co.uk with any questions.

Inclusivity and scope for flexibility

The Community Farm recognises that the farming and environmental sectors are amongst the least diverse employment sectors.

Studies have found that women and candidates from minoritised communities do not apply to roles unless they meet 100% of the criteria.

If the Farm is an organization you are strongly motivated to work for and aspects of this job description match your skills, knowledge and experience, but other aspects are outside it, then please do get in touch with us directly to discuss working with us.

As a young and rapidly evolving organization, we are used to flexibly evolving our staffing roles and structures, and may be able to flex roles to suit the right people.

We are open to job shares.

Contact: for any questions relating to this application, please contact jobs@thecommunityfarm.co.uk