

**Job Description**

Job title: BT37 Market Garden Grower.

Accountable to: MCF Development Manager.

Key relationships: Abbey Community College, Hollybank Primary school, Monkstown Village Initiatives, Monkstown Community Forum, BT37 Community Growers and Newtownabbey Educational Guidance Centre.

Location: Monkstown Village Centre and other locations in the locality.

Hours: 12 working hours per week. This may include a mixture of day time and eveningwork.

Salary: £ 23,088 (pro rata).

Purpose of post: To engage students, staff and the local community in sustainability principles and behaviours through engaging them with sustainable food growing practises used within a typical Market Garden. This includes developing, co-ordinating and mentoring a team of BT37 Garden volunteers and management and oversight of all BT37 growing spaces.

**Role/Purpose:**

The post-holder will inspire students, staff and the local community to think about where their food comes from and equip them with the skills and knowledge needed to grow their own food, supporting sustainable lifestyle choices.

The post-holder will be responsible for increasing BT37 Garden volunteer numbers through the development and co-ordination of engaging volunteer sessions and other outreach activities. This will include mentoring volunteers to become leaders of aspects of the food growing on the numerous campus, enhancing their employability skill-set.

The post-holder will have overall responsibility for developing the BT37 growing spaces and will support volunteers to maintain and develop these spaces, working towards the growing spaces generating its own income, which will in turn support the growth of the project.

**Principal Duties:**

1. To increase volunteer participation in growing activities through the development and facilitation of fun and engaging food growing sessions. Taking responsibility for promoting the opportunities and recruiting and motivating new volunteers
2. To mentor and support regular volunteers to maintain and develop the growing spaces around Monkstown, providing leadership opportunities and developing their employability skill-set
3. To oversee the cropping within the growing spaces – planning, seed sowing, planting, watering, harvesting
4. To work with the MCF Development manager to develop a ‘field to fork’ programme as a way to improve diet of the local community and generate an income for the project.
5. To maintain and develop the education programme that has taken place in the local schools and community.
6. To be an ambassador for BT37 Garden both internally and externally, creating positive relationships with students, staff, community members and external organisations.
7. To communicate the project’s key messages and news updates through social media, blogging, newsletter and website updates.
8. To develop the growing spaces with the intention of make them profitable and so self-sustaining.
9. To build relationships with key funders who share the aims of the BT37 garden.
10. Develop cross-over projects which support and develop the other programs and that take place within the Monkstown village Centre.

**Personal Specification - BT37 Garden Grower.**

| **Essential Criteria** |
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| Third level qualification in Horticulture or equivalent. |
| An effective communicator able to engage and enthuse a wide range of audiences. |
| Experience growing in a growing from seed to Harvest is a Market Garden environment. |
| Experience of planning cropping schedules |
| Experience with poly-tunnel growing. |
| Experience teaching, presenting and / or running training courses |
| Experience in project management. |
| Experience in budgeting, sourcing funding and building relationships with supportive funders. |
| Ability to recruit, manage and work with volunteers. |
| Ability to work as part as a team |
| Have good organisational skills. |
| Have at least 2 years full-time or equivalent, growing experience in a community setting. |
| **Desirable Criteria** |
| Degree level qualification Horticulture |
| Qualification in teaching or training or have a willingness to undertake such qualification. |
| Ability to work independently. |
| Experience in writing communication materials ie newsletters, blogs, short articles. |
| Experience in engaging with customers/consumers/volunteers. |
| A demonstrated commitment to and knowledge of, health and safety issues in regard to working with groups in a garden environment, food growing and distribution. |
| Be approachable, an engaging character, good humoured and have a positive working attitude.  Hold a clean driving licence. |

**Application Form**

**Monkstown Village Initiatives**

**BT37 Market Garden Grower**

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| **Personal Details** |

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| **Surname** |  |
| **Forename** |  |
| **Title** |  |
| **Address for correspondence** |  |
| **Postcode** |  |
| **Home Number** |  |
| **Mobile Number** |  |
| **Email** |  |
| **National Ins No.** |  |
| **Passport No.** |  |

**Please provide: a covering letter; an up to date CV; and any other information (in the space provided below), in relation to the Role/Purpose, Job Description and Personal Specification, you deem would be helpful, along with this completed form.**

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| **Please use this space to document any other information that you feel may support your application** |
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**Criminal activity declaration**

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| **Criminal Activity: - *we require that all convictions, spent or otherwise, are disclosed.*** | | | | | | |
| **Have you ever been convicted of a criminal offence?** | **Yes** |  |  | **No** |  |  |
|  |  |  |  |  |  |  |
| **Do you have a case currently pending against you?** | **Yes** |  |  | **No** |  |  |
|  |  |  |  |  |  |  |
| **If YES to either of these questions, please give details:** | | | | | | |
| ***A conviction will not necessarily exclude applicants from consideration.*** | | | | | | |

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| **Referees** |

Please give the names and addresses of two referees, one of whom should be your current/ most recent employer. Please include one Referee who may be contacted during the application process if you are shortlisted. The other Referee will not be contacted until a provisional offer is made.

|  |  |
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| **Name (of referee to be contacted):** | **Name:** |
| **Organisation:** | **Organisation:** |
| **Position Held:** | **Position Held:** |
| **Address including postcode:** | **Address including postcode:** |
| **Email address:** | **Email address:** |
| **Telephone number:** | **Telephone number:** |

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| **Interview arrangements** |

**Interviews are planned for Tuesday 20th March 2018. Please provide details of any special arrangements in relation to either communications or access that you may require if invited for interview:**

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| **Additional Information** |

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| **Length of notice required by present employer:** |  |
| **When you available to start the post:** |  |
| **Do you have access to transport for work purposes:** |  |
| **How did you hear about this vacancy:** |  |

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| Declaration |

**The statements given by me on this application are to the best of my knowledge and belief true. I understand any offer of appointment maybe withdrawn if: there has been a deliberate falsification or omission of factual information, Access NI approval is not authorised or additional relevant information becomes available.**

**Signed:**

**Date:**

Equality in Opportunities Monitoring Form

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| Are you | | | | | Male | | |  |  | | | | Female | | |  |  |
| Please tick the age band currently applicable to you | | | | | | | | | | | | | | | | | |
| 16 - 25 |  | 26 - 35 |  | 36 - 45 | |  | 46 - 55 | | |  | 56-65 |  | | 66+ |  |  | |
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| ETHNIC ORIGIN: – *please tick one category only* | | | | | | | | | | | | | | |
| WHITE |  |  | MIXED |  |  | ASIAN OR ASIAN BRITISH |  |  | BLACK OR BLACK BRITISH |  |  | CHINESE OR OTHER ETHNIC GROUP |  |  |
| British |  |  | White & Black Caribbean |  |  | Indian |  |  | Caribbean |  |  | Chinese |  |  |
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| Irish |  |  | White & Black African |  |  | Pakistani |  |  | African |  |  | Other |  |  |
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| White Other |  |  | White & Asian |  |  | Bangladeshi |  |  | Black Other |  |  |  |  |  |
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|  |  |  | Mixed Other |  |  | Asian Other |  |  |  |  |  |  |  |  |
| *For ‘other’ please describe\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* | | | | | | | | | | | | | | |

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| DISABILITY: – *please tick as appropriate* | | | | | |
| **The Equality Act 2010 defines the protected characteristic of disability as:**  *‘A person (P) has a disability if— (a) P has a physical or mental impairment, and (b) the impairment has a substantial and long-term adverse effect on P's ability to carry out normal day-to-day activities.’*  Based on this description, do you consider yourself: | | | | | |
| Disabled |  |  | Not Disabled |  |  |
| Nature Of Disability: | | | | | |

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| RELIGION OR BELIEF: – *please tick one category only* | | | | | | | | | | | | | | |
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| Buddhist |  |  | Christian (all denominations) |  |  | Hindu |  |  | Jewish |  |  | Muslim |  |  |
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| Sikh |  |  | None |  |  | Other |  |  | Prefer not to say |  |  |  |  |  |
| *For ‘other’ please specify\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* | | | | | | | | | | | | | | |

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| SEXUAL ORIENTATION: – *please tick one category only* | | | | | | | | | | | | | | |
| Bisexual |  |  | Gay |  |  | Lesbian |  |  | Heterosexual |  |  | Prefer not to say |  |  |
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