

Warehouse Picker/Delivery Driver

Job Description

Reporting To	Head of Live Well Services
Place of Work	Carmarthenshire
Contract	Fixed Term Contract - April 2024 £10.90 per hour based on a 14-hour week A willingness to work flexibly is a necessary element of this post.
References	Offer of employment is subject to satisfactory references and a DBS check
Line Management Responsibility	None

About Foothold Cymru

Foothold Cymru is a social justice organisation. Established over 30 years ago, our vision is to create strong, cohesive communities where individuals have the power to thrive and not just survive. To do this we address both the causes and symptoms of poverty and inequality by designing our services with, not for, individuals and communities most affected by these issues, so they have the skills to overcome challenges and develop resilience.

About the Project/Service

Y Faged Siopa is funded by The National Lottery Community Fund's Rural Poverty programme. The project aims to reduce the vulnerability of disadvantaged households to food insecurity within five rural wards in the north east of Carmarthenshire.

Working in partnership with local communities and organisations, community councils and businesses, the project will in the first instance establish a membership based food club providing low cost, fresh and healthy produce to remote communities.

The food club will in turn act as the catalyst for the establishment of community-led food hubs, within which a range of additional services aimed at reducing food insecurity can be developed. These could include community gardening schemes, healthy eating advice, bulk buying and community eating schemes. All activities will harness the skills present in the local community. During the course of the project, staff will work collaboratively with members of the food hubs to build the skills necessary for them to remain sustainable post-grant.

The project has been designed and developed in partnership with local people who have lived experience of food poverty, and this depth of involvement will continue and develop throughout the duration of the project.

Job Summary

To undertake the role of receiving, picking and distributing surplus food to members within North Carmarthenshire.

Key Tasks and Accountabilities

This is not an exhaustive list of tasks and will be reviewed and amended in light of how the project develops.

Y Fasedged Siopa Food Delivery Service

- Receive and store products from Fareshare and supermarkets
- Check and rotate stock
- Picking of goods from stock according to daily lists
- Administration of daily picking lists
- Ensuring the correct labelling on all items
- Carry out cleaning of packing area
- Transport food boxes to central pick up points and members' homes - using our chilled van.
- Regular loading and unloading of the van
- Carry out basic, daily road safety tests on vehicles
- Collecting food deliveries from supermarkets etc in the area
- Input into route planning
- Act as an ambassador for the project when meeting food club members
- Taking card payments
- Collecting feedback

General Duties

- Attend team meetings, supervision sessions and external meetings as required
- Undertake any other reasonable duties, commensurate with the job title, as may be determined by the line manager
- To undertake training and professional development as and when required

Other

- Comply with any current regulations, accepted professional standards, Foothold Cymru's policies and procedures and appropriate legislation (including legislation on data protection, equalities, health and safety, food standards and

	safeguarding children and vulnerable adults)
Special Features and/or equipment	<ul style="list-style-type: none"> • Extensive contact with the public - • Requirement for occasional weekend and evening work and cover for other team members holiday. • Enhanced disclosure and barring service check • Full clean driving licence

Person Specification	
Skills	<ul style="list-style-type: none"> • An ability to work independently and as part of a small team. • Ability to prioritise and manage competing tasks. • Full clean UK driving licence. • Confident and clear communication skills. • Ability to speak Welsh is desirable.
Personal Attributes	<ul style="list-style-type: none"> • Compassionate, with an ability to empathise. • Reliability and discretion. • Willingness to travel around a large geographic area. • Willingness to work flexibly. • Physically strong with a good understanding of manual handling processes.

