



ST CUTHMAN'S

JOIN IN.

WE ARE

We are a church that exists for God, for good and for Whitehawk.

We are part of a growing family of churches which were started out of St Peter's Church in Brighton and share common life, mission and resources.

We are a Church of England Parish which means that our leadership and work is accountable, transparent and utterly passionate about this neighbourhood — the wonderful city of Brighton and this patch of the city known as Whitehawk that we are proud to call Home.

THE STORY

In 2015 the Whitehawk Foodbank was established because of the overwhelming and increasing need for emergency food.

What started in a small room in the next-door community centre is now an important operation which:

- **provides emergency food to those who need**
- **engages issues of health, education, finance and community**
- **works towards an end to the need for food banks**
- **collaborates for success at a national, local and neighbour level**

GROWING

We are growing a team of staff and volunteers who share the vision and work together to make sure that nobody in our neighbourhood goes hungry — and everyone gets to the chance to thrive.

BENEFITS

Alongside a motivated environment, inspiring colleagues and fair pay, we are always wanting to add value to the experience of working with us. We currently have the following benefits available for you to make use of if you wish.

Health Shield

You and any children you have are automatically covered at Level 1; and should you wish to increase your level of cover or add a partner or spouse you can do so by setting up a payment to Health Shield.

Level of cover		Level 1	Level 2	Level 3	Level 4
Monthly payments for you (includes benefits for all dependent children)	Cashback level	Company Paid	£14.00	£27.05	£38.65
Monthly payments for you and your partner (includes benefits for all dependent children)		£9.15	£37.15	£63.20	£86.40

Summary of benefits that can be claimed

Benefit	Coverage	Percentage	Level 1	Level 2	Level 3	Level 4
Dental	per adult	100%	£70	£150	£225	£300
	children - shared maximum	100%	£70	£150	£225	£300
Optical	per adult	100%	£70	£160	£240	£300
	children - shared maximum	100%	£70	£160	£240	£300
Chiropody	per adult	100%	£70	£140	£210	£280
	children - shared maximum	100%	£70	£140	£210	£280
Prescriptions	per adult	per item	2	3	4	5
Health & Wellbeing	per adult	100%	£75	£160	£240	£300
	children - shared maximum	100%	£75	£160	£240	£300
Combined Physiotherapy	per adult	100%	£170	£360	£500	£650
	children - shared maximum	100%	£170	£360	£500	£650
Flu Jobs	per adult	100%	£15	£15	£15	£15
Dental Accident	per adult	100%	£240	£400	£600	£800
	children - shared maximum	100%	£240	£400	£600	£800

Cycle Scheme
cyclescheme.co.uk

Tech Scheme
techscheme.co.uk

PARTNERSHIPS MANAGER

Responsible to: Project Manager

Salary: £30,000-£35,000

Full time, 5 days a week

Probation Period: 3 months

2 year fixed-term contract with view to extend

This is a new and exciting role for the Whitehawk Foodbank. It will incorporate some existing tasks previously held by our Operations and Referrals Manager, but our project is heading in a new direction beyond emergency food. We're looking for a high capacity, friendly and organised individual to join the team who has creative vision and good relationship building skills. You'll need to be organised and up for working in a team as well as by yourself on specific tasks.

Vision and Strategic Goals

Vision - is to end the need for a food bank in Whitehawk. We want our community to be one where people thrive, where they are no longer dependent on emergency food and are supported to break generational patterns of poverty. We want to be working in spaces that support the community regardless of their need for emergency food, developing our work 'beyond' the Foodbank.

Strategy - "There comes a point where we need to stop just pulling people out of the river. We need to go upstream and find out why they're falling in." Desmond Tutu. We are committed to listening to our community to work out what factors are trapping people in poverty. We partner with Trussell on their strategic goals of Changing Communities, Changing Policy and Changing Minds in the hopes that we'll see people in Whitehawk achieve whatever success looks like for them.

Specific Responsibilities

- It will be your job to ensure that referrals into the food bank follow the correct procedure, taking the lead on communicating with partners and directly with clients where appropriate. There is space in this role to develop relationships with referral agencies, enabling a better experience for the client and their worker to understand what the Whitehawk Foodbank offers.**

- **Communication of updates, news and vision with all our partners including referral partners, service providers who attend the Advice Cafe, volunteers, donors and clients via newsletters and social media.**
- **Responsible for safe recruitment, induction and training of new volunteers, as well as assisting the Project Manager with day-to-day volunteer management and support.**
- **Involvement in the Pathfinder Project – particularly supporting the Work & Education stream, supporting people in Whitehawk into employment or education.**
- **Ensure all donors are engaged and thanked for their contributions. Develop new relationships with other donors. I.e. schools, shops, businesses.**
- **Communicate with and rota regular service providers at the Advice Cafe. Partner with new organisations to widen the offer of support at the Advice Cafe for people in Whitehawk.**

Other Responsibilities

- **Regularly review the policy and practice of the food bank.**
- **Annual reporting of operational updates and changes to feed back to our steering group and the St Cuthman's PCC.**
- **Ensure all policy and practice is compliant with health and safety legislation and Trussell guidelines.**
- **Ensure the food bank van is regularly checked and kept up to date with MOT, service and tax.**
- **Make sure bills and utilities are kept up to date and paid on time.**
- **Oversight of the general and referral email inboxes.**

Opportunities

- **Developing and deepening relationships with referral partners, so that our vision and purpose is communicated well through meetings and training.**
- **Helping to shape the Pathfinder Project – one year of research into Work & Education and Family Life and how these impact generational patterns of food bank use.**
- **Creating new partnerships to bring in more funding for our project, enabling us to do more to support the local community.**
- **Deepen relationships with local people – we want everything we do to be led by the people we're working with!**

Who we're looking for

- **Commitment to the vision and values of the Foodbank. Passionate about ending the need for food banks.**
- **Experience of supervising staff and/or volunteers.**
- **Ability to manage various projects efficiently, sometimes simultaneously.**
- **Excellent written and verbal communication skills.**
- **Ability to communicate clearly with a range of partners and organisations.**
- **Outstanding organisational skills**
- **Understanding and experience of church partnerships.**
- **A full UK drivers license.**

If you are interested, want a casual chat to help you explore, or are ready to hit 'send' on your CV then please do, and include a cover letter. We would love to meet you.

saz@thewhitehawk.foodbank.org.uk

Closing date: 31st January 2025