



Project development – Scrumping and food

Job description

- Project managing the development and delivery of a successful scrumping project
- Develop and expand the business, including exploring new premises
- Identify and address health & safety and legal issues
- Recruit, co-ordinate, motivate and manage a team of contractors and volunteers
- Work with Brighton Permaculture Trust communications and external partners to market and promote the project
- Explore other possible food projects for Brighton Permaculture Trust
- Develop financial viability of the scrumping and other food projects
- Budgeting and financial info including compiling data
- Write funding bids, securing funding for future projects and continuation of role
- Work with the director and trustees, who will have oversight of the projects

Project work

Additional work with the project is available, e.g. picking, juicing, pasteurising and making jam. This could complement the ability to manage the project but is not an essential part of the role.

Essential competencies

1. Business management and marketing skills

Proven ability to scale up a food project/business to make it financially viable and legally compliant, whilst working from a sustainable, ethical foundation.

Experience of setting and meeting targets and budgets, keeping accurate records, creating and following project plans and writing reports.

Using Microsoft Word, Excel and video conferencing in order to deliver, manage, and communicate effectively.



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Marketing and sales skills to successfully promote the project and ensure the products create a healthy return.

2. Relationship building ability

Evidence of ability to work effectively with people and teams to deliver and develop projects to a high standard.

Evidence of excellent people skills in working with stakeholders, team members, volunteers and the public.

Competence in building a healthy interpersonal culture amongst everyone involved in the project.

Inspires respect and confidence in others.

3. Creative problem solving

Ability to respond to challenges with creativity, practicality and positivity: identify and assess issues promptly, work with others to facilitate solutions, and follow through on actions.

Responsive and flexible as the work demands. Use creative strategies to develop a project as well as be responsive to issues on the ground.

4. Local knowledge and connection

The scrump project is local to Brighton and Hove, currently based at Stanmer Park, with fruit sourced from around Sussex. The role requires a regular presence at the orchards and fruit factory at Stanmer Park, and a knowledge and understanding of local food networks. An understanding of local issues would help develop the project to meet the needs of local people.

Desirable competencies

1. Juicing, pasteurising and fruit production skills and experience

Knowledge of basic fruit processing, enthusiasm for making products from local fruit, and an appetite to learn. Ability and experience in lifting and manual handling is desirable but not essential for some aspects of the fruit production.



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2. Supporting volunteers

Experience and passion for working with local communities to build a successful team of volunteers, interns, and apprentices.

3. Fundraising

Knowledge and experience writing successful funding bids is desirable to enhance the income from sales.

4. Driving

Driving licence and own vehicle.

Terms

The role is initially funded for 12 months, but it is expected that successful increased revenue will allow for work to be extended indefinitely.

It is a part-time freelance post, amounting to 10 hours/week. The work can be completed flexibly, but hours worked must be responsive to the requirements of the tasks and include an openness to some evening and weekend work as needed. The ability to put in additional hours in the first few months and fewer hours in future months would be welcomed.

The role requires regular visits to the project at Stanmer Park.

Office work will be home based, using the applicant's own office equipment and software. A willingness to connect with other members of the Brighton Permaculture Trust team on a Wednesday either at the Fruit Factory (Stanmer Park), or online, is desirable.

The job is paid at £15/hour, paid monthly in arrears. Invoices should be dated the last day of the month and will be paid within 21 days. Local travel costs will not be covered, but essential travel further than 10 miles from the city will be paid at cost or 35p per mile for vehicle use.

Any additional practical project work will be paid at £11.20/hour. 50p per mile is paid when vehicles are being used to transport significant weight.