



Forward Coupar Angus  
2 High Street  
Coupar Angus  
PH13 9DB  
Telephone: 01828 626211

Registered in Scotland: SC042646

## JOB DESCRIPTION

---

<b>Position:</b>	Growing Leader
<b>Location:</b>	Coupar Angus
<b>Hours:</b>	30 hours per week / 0.8 FTE
<b>Salary:</b>	£28,000 Pro Rata Per Annum
<b>Responsible to:</b>	Project Manager
<b>Tenure:</b>	Fixed Term 01 July 2021 to 31 March 2022

---

### Job Purpose

To deliver Gardening and Growing training and advice in the 'Training for a Sustainable and Carbon-saving Community' project for Forward Coupar Angus (FCA), with the aim of reducing the legacy carbon footprint of the town. With funding from the Climate Challenge Fund (CCF), FCA are seeking a suitably qualified and experienced person to act as a **Growing Leader** for this Sustainable and Carbon saving Community project. The Growing Leader will work in close partnership with the Training Leader, Active Travel Leader and the Project Manager also funded by the CCF.

### Background

Over the last 7 years Forward Coupar Angus (FCA) has delivered a range of environmental and social projects in the town and has recently created a qualification in Climate Literacy. FCA is now looking to link the legacy of these previous projects with a new project based on providing training to deliver the Climate Literacy qualification; to further develop the market garden; promote active travel and to work more closely with pupils in Blairgowrie High School and its feeder primary schools and to establish a Low Carbon Centre.

### Organisation

The Growing Leader, the Active Travel Leader and the Training Leader will report directly to the Project Manager.

### Role of Forward Coupar Angus

The role of FCA is to assist with the social, economic and environmental development of the Perthshire town of Coupar Angus and the role of the Growing Leader will relate to all three of these objectives. Through our projects, FCA has gained considerable support in and around the town for adopting carbon reducing behaviours and there is real potential to help more people develop the knowledge, skills and understanding required to make carbon reducing behaviours an easier long-term choice and reduce carbon emissions in the town.

### Key Result Areas / Areas of Responsibility

- To use gardening and growing to provide work experience and training to a range of individuals using elements of the Climate Literacy qualification
- To work with the Training Leader to produce appropriate training materials and resources in Climate Literacy and gardening and growing
- To help further develop the Market Garden with links to existing community, schools and private gardens as well as the Community Garden area, Community Woodland and Orchard
- To take responsibility for growing more food for local consumption and sale
- To create a growing and harvesting plan for the Market Garden
- To work alongside the manager of the Low Carbon Centre
- To establish systems to record food grown
- To lead regular volunteer sessions

- To establish systems to record food grown
- To lead regular volunteer sessions
- To work with others to build Climate Literacy further into volunteer sessions and with youth groups, cooking workshops, winter garden group and Community and Orchard Group
- To mentor individuals and families who take up growing spaces in the growing areas or who grow in their own garden
- To link to with growers at the existing community, schools and private gardens as well as the Community Woodland and Orchard to maximise sowing, growing and space opportunities.
- To maintain links with the Perth Unpaid Work Team of the Criminal Justice System
- To maintain the Coupar Angus seed library
- To continue to build on established connections with supporting organisations\*
- To undertake risk assessment of all activities and establish relevant Health and Safety procedures for the sessions / events
- To be responsible for security and maintenance of equipment and materials
- Research similar activities being undertaken in towns like Coupar Angus
- To link with other local producers to collaborate on identifying suppliers / markets and carbon efficient delivery systems
- Establish further contracts to supply local cafes, restaurants and food outlets
- To research electronic means of advertising and selling produce
- To take part in objective setting and regular appraisal
- To produce monthly reports for FCA on progress against the project objectives
- To help produce quarterly reports for the CCF

\* these include Nourish, SocialFarms and Gardens UK, Perth and Kinross Council, NHS Tayside, Coupar Angus Youth Activities Group, local growers, local action groups, local schools, Guides, Brownies, Beavers, Scotland Food and Drink, Blairgowrie and East Perthshire Tourist Association, Forfar and Perth markets and Wisecraft.

### **Assignment, Generation and Review of Work**

The work plan of the Growing Leader will be developed in conjunction with the Project Manager. The Growing Leader will report to the Project Manager on a weekly basis initially but, once the candidate has settled into the project reporting will be, at a minimum, fortnightly.

### **Communications and Working Relationships**

- An effective team player with excellent communications and interpersonal skills.
- An ability to liaise with the general public, the Directors of FCA and a wide range of professionals involved in any Growing, Sustainable Food Growing and closely related areas.
- Ability to manage a small number of casual staff and volunteers

The types of communication the post-holder conducts will include:

- **Written and electronic communication** – email, letters, presentations, newsletters
- **Verbal communications** – enthusing casual staff and volunteers and relevant professional.

The postholder will normally be located within the Coupar Angus Market and Community growing areas throughout Coupar Angus, and a number of other growing spaces in the town e.g. the school garden and polytunnel.

**Qualifications and/or Experience for the post**

**Qualification and Training**

- Essential – educated to HND level or beyond, or with equivalent (a higher level would be desirable and would not be detrimental to appointment)

Desirable – a qualification in food growing; education or training; Health and Safety training; food hygiene / safety training;

**Experience Essential –**

- experience in commercial growing of vegetables and fruit; managing volunteers
- Desirable – experience in growing vegetables and fruit by organic methods; managing staff; staff / volunteer training.

**Knowledge and Skills**

Essential – ability to work with the minimum of supervision, broad knowledge of issues related to commercial horticulture / gardening / growing and training, knowledge of Health and Safety legislation, IT skills, excellent communication skills, knowledge of training methods, presentation skills.

Numeracy skills sufficient to maintain accurate financial records; writing skills sufficient to produce written reports.

**Desirable –**

Knowledge of Health and Safety legislation; knowledge of food hygiene / safety; ability to lead workshops.

**Additional Information**

Employer:	Forward Coupar Angus
Location of Work:	Coupar Angus
Responsible To:	Project Manager
Probation:	3 months
Induction:	1 month
Offer of Employment:	(An offer of appointment will be made subject to two satisfactory references)
Support & Supervision:	The post-holder will receive regular support and supervision from the Project Manager
Holidays:	Statutory holiday entitlement
Pension Scheme:	Auto enrolment into a Pension Scheme to meet legal requirements as necessary
Closing Date for applicants	Monday 26 <sup>th</sup> July 2021
Interviews	W/c Monday 2 <sup>nd</sup> August 2021
Applications to: <a href="mailto:project.manager@forwardcouparangus.org">project.manager@forwardcouparangus.org</a>	