|  |  |
| --- | --- |
|  | **Job Title:** Food Insecurity Resource Coordinator (21 hours) **Location:** Edinburgh / Hybrid **Reports to:** CEO |

**Purpose of the Role**  
This role will lead the development of practical, dignity-based training to strengthen responses to food insecurity across Edinburgh. Building on ECF’s Cash First Toolkit, the coordinator will create and pilot new resources, support frontline staff and work with local partners, including the Menu for All network. The post is part of a Scotland-wide initiative supported by the Scottish Government, in collaboration with CFINE, GCFN and LCFHP to develop a national Learning and Resource Centre focused on food insecurity and financial resilience.

**Key Responsibilities**

* **Mapping and Scoping**
  + Map existing training offers and local partners.
  + Identify key referral partners for financial advice etc.
  + Engage with local networks, including Menu for All, to build on existing connections and learning.
* **Co-Design and Development of Training**
  + Lead the development of accessible and relevant training content that strengthens understanding of food insecurity.
  + Topics may include budgeting, food choices on low income, etc.
  + Embed inclusion, participation and lived experience throughout.
* **Pilot Delivery**
  + Deliver pilot sessions in both online and in-person settings, in partnership with community and referral organisations.
  + Adapt content based on audience feedback and context.
* **Resource Development and Promotion**
  + Build on and share tools developed through the Cash First Toolkit.
  + Create complementary resources to support learning and practical application (e.g. simple guides or planning tools).
  + Promote the Learning and Resource Centre through ECF channels, Menu for All and citywide networks.
* **Referral Pathway Integration**
  + Work with local partners to embed signposting and referral pathways into course delivery.
  + Support facilitators to provide onward referrals and monitor follow-up support.
* **Evaluation and Case Studies**
  + Collect feedback and early outcomes from participants and partners.
  + Identify case studies that highlight the impact of the training.
  + Contribute to national learning and evaluation alongside project partners CFINE, GCFN and LCFHP.

**Person Specification**

* **Essential:**
* Experience in community development, education or public health.
* Knowledge of food insecurity and Cash First approaches.
* Experience in co-producing or delivering community-based training.
* Strong partnership working skills and ability to engage with diverse stakeholders.
* Excellent written and verbal communication.
* Organised, adaptable and able to manage competing priorities.
* Commitment to inclusion, dignity and equity.
* **Desirable:**
* Familiarity with welfare rights and advice services.
* Experience working with marginalised or minoritised communities.
* Understanding of public health nutrition.
* Experience creating accessible learning resources or toolkits.
* Understanding of sustainability in community-based work.

**Key Skills**

* Community Engagement & Training Delivery
* Food Insecurity & Cash First Approaches
* Partnership Development & Referral Integration
* Resource Creation & Knowledge Sharing
* Evaluation & Impact Reporting
* Communication & Facilitation
* Equity, Inclusion & Co-Production

**Working Conditions / Salary and Benefits**

* Part-time (3 days / 21 hours per week)
* Based at Edinburgh Community Food (ECF), with travel across Edinburgh. Hybrid working available. Occasional travel within Scotland for meetings or events
* Salary: £26 - £28k Pro rata (depending on experience)
* Benefits: Pension scheme and professional development opportunities

**How to Apply**  
Please send your CV and a covering letter to [admin@edinburghcommunityfood.org.uk](mailto:admin@edinburghcommunityfood.org.uk)

**Closing date:** Monday 7th July 2025 (noon)

**Interview:** Thursday 24th July 2025