

## Job Description

# Community Food Event Developer

## Food Education

Full time – 37 hours per week

### This is a new role

For over 50 years, Cyrenians has tackled the causes and consequences of homelessness.

We understand that there are many routes into homelessness, and that there is no 'one size fits all' approach to supporting people towards more positive and stable futures. That's why all our work is values-led and relationships-based. We meet people where they are and support them towards where they want to be.

Our mission: To tackle the causes and consequences of homelessness through learning from lived experience; by delivering targeted services which focus on prevention, early intervention and support into a home; and by influencing changes in legislation and policy.

### Compassion | Respect | Integrity | Innovation

Read more about us and our values at [www.cyrenians.scot](http://www.cyrenians.scot)

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## 1 Overview

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### About the service

Cyrenians values food beyond its role as fuel - it also sustains our mental and emotional health and plays a central role in nurturing connection within communities.

We deliver a range of programmes and accredited training from our in-house cooking classes to accredited REHIS (Royal Environmental Health Institute of Scotland) courses including food hygiene, cooking skills and REHIS/Cyrenians Joint Award Good Food Good Health. We also run a program of social enterprise events (Masterclasses and Supper Clubs) to raise additional funds for our grant funded work.

This new, diverse and interesting role will play an important part in the delivery of our new **Extended Table** project.

Thanks to National Lottery players, the NOW Group in partnership with Real Farming Trust, Cyrenians, Brighton & Hove Food Partnership, Organiclea and Hornbeam has received support from The National Lottery Community Fund. The funding will be used to bring people together and build confidence through inclusive food projects.

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Using food as a starting point, this partnership will address a spectrum of issues including disability, advocacy, mental health, poverty, housing, farming, nutrition, and the environment

Food serves as an entry point because:

- Many marginalised individuals seek food support and engage in food spaces.
- Food activities naturally encourage social interaction and participation.
- Community food environments provide a safe space for vulnerable people to take small, positive steps toward collective action.
- Food discussions open pathways to address broader challenges like inequality, health, and the environment.

Our enterprise activities complement this work by using this approach to food and cooking to offer a range of paid-for ticketed events to members of the public.

The aim of these is to:

- Provide a unique and enjoyable experience
- Teach new cooking skills
- Raise the profile of Cyrenians and our work
- Generate income

Currently we run:

- Syrian and Singapore supper clubs
- Healthy eating, Argentinian, Preserving, Syrian, Persian, and baking masterclasses

## About the role

The role will lead on the development and delivery of a programme of supper clubs and cooking masterclasses across Edinburgh and the Lothians.

You will work with our existing network of chefs to continue existing activities, as well as build relationships with new chefs to develop and deliver new events.

You will be responsible for ensuring that each event is well planned, of a high quality, and runs smoothly. This will involve being in attendance and helping with setting up and clearing up.

You will recruit small groups of volunteers to help deliver the events and ensure that they are adequately trained so all events are health and safety compliant.

As part of the Food Education team, you will also participate in aspects of our other activities, such as social eating spaces and community cook clubs. This will ensure good communication within a small team, encourage the sharing of ideas and best practice, contribute to your learning and development, and ideally enable staff to cover for each other on the occasions that this may be required.

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## 2 Tasks and Responsibilities

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### Develop, plan and deliver a program of events

- Run at least two Supper Clubs and one Masterclasses per month
- Establish good relationships with existing chefs and partners to maintain delivery of current events
- Identify opportunities for new events, with food professionals, community food partners/groups and local chefs.
- Develop and support a team of volunteers to assist with the delivery of each event.
- Ensure all events are delivered in line with health and safety and food hygiene standards.
- Work alongside our Marketing team to promote and manage each event
- Monitor and manage attendance/bookings
- Collect feedback from attendees at each event

### Volunteers

- Recruit and support volunteers in line with Cyrenians volunteer processes
- Identify and support 4 volunteers/trainees to become Advocates for Change

### Contribute to our other food activities

*Social Eating Spaces* are organised meals hosted by other organisations. Cyrenians will provide initial support to get these events up and running, then oversee the preparation and delivery of food for each event.

*Community Cook Clubs* are primarily groups of people who have been through our cooking classes. The clubs are a social way for them to continue to practice and develop their skills. They cook and eat together.

- Attend social eating spaces and cook clubs (minimum once each per month)
- Liaise with the hosting organisations (social eating spaces) providing support and identifying any development needs
- Interact with participants and identify potential volunteers for your events
- Collect stories and feedback for reporting and demonstrating social impact of these activities

You may also be required to provide cover for the Community Food Worker on occasion.

### Training

- Complete mandatory compliance training (including Health and Safety, Safeguarding and GDPR)
- Carry out and review risk assessments for all events and activities
- Ensure that all food is handled and prepared within health and safety and food hygiene guidelines
- Ensure all volunteers and participants receive appropriate training when involved in food preparation and other activities, ensuring safety at all times

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## Other Duties

- Participate in staff meetings, training and supervision.
- Contribute flexibly and professionally to the general well-being of the charity and assist in promoting the work of Cyrenians.

## 3 Person Specification

<b>Knowledge and Experience</b>	
Proven experience of arranging and delivering events	Essential
Experience of community engagement with third party stakeholders in building good working relations	Essential
Ability to work with a range of individuals including those with complex needs	Essential
Experience of developing social enterprise activities	Desirable
Experience of monitoring, evaluating and reporting to demonstrate impact of work	Desirable
<b>Skills and Attributes</b>	
Good interpersonal skills with the ability to motivate others	Essential
Good team player but able to work on own initiative	Essential
Positive and creative approach to problem solving	Essential
Ability to deliver to set timescales	Essential
Committed to learning and developing new knowledge and skills	Essential
Excellent verbal and written communication skills	Desirable
<b>Qualifications</b>	
REHIS (Royal Environmental Health Institute of Scotland) Elementary Food Hygiene Certificate or equivalent	Essential

## 4 Terms & Conditions

<u>Employer:</u>	Cyrenians
<u>Line Manager:</u>	Food Education Manager
<u>Workplace:</u>	Cyrenians Cook School
<u>Working Hours:</u>	37 hours per week, including some evening and weekend work (in line with events)
<u>Annual Leave</u>	25 days plus 10 public holidays pro rata
<u>Salary:</u>	£25,352 to £27,907 per annum pro rata (scale points 20 to 24)
<u>Pension:</u>	Auto-enrolment into Qualifying Workplace Pension Scheme (QWPS) which is a Group Stakeholder Pension Scheme paid by salary exchange. Current contributions being 5% employee and 3% employer. Option of enhanced Employer contributions to the same QWPS of 6% initially, rising to 9% after 2 years and 12% after 5 years (subject to employee contributions of 6%)

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Duration:  
Disclosure:

Funded until 30<sup>th</sup> September 2030  
PVG membership for adults and children required

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## 5 Application Deadline and Interview Dates

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Closing date: 12 noon on Monday 8<sup>th</sup> December 2025  
Interview date: Interviews will be held during the week of 15<sup>th</sup> December  
Second stage: TBC

Please refer to the Recruitment Information leaflet for further information on completing and submitting your application form.



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