

<b>Role:</b>	<b>STOCK AND DELIVERY DRIVER – job share</b>
Responsible to:	Assistant Foodbank Manager
Responsible for:	To transport stock to various locations safely.
Salary:	£12 an hour
Hours:	Part-time hours – job share preferred: 14 hours split across 4 days as follows: Monday: 13.00-15.30 Tuesday: 09.00-11.30 & 16.00-19.00 Thursday: 16.00-19.00 Friday: 10.00-13.00 With potential for additional adhoc hours as and when needed.
Location:	Various location points around Stratford and its surrounding districts
Contract term:	Fixed term contract – 6 months
Expected start date:	Mid July 2024

### **About us:**

Stratford-upon-Avon Foodbank is a local independent charity founded in 2013. We are part of the Trussell Trust community of foodbanks. Trussell Trust is an anti-poverty charity who support a network of foodbanks who provide practical support to people who can't afford the essentials, and campaigning for a future where none of us need to use emergency food to get by.

### **Our Mission:**

In partnership with agencies and organisations we work together to relieve hunger and poverty in the local area by providing compassionate, practical help with dignity and respect, whilst challenging injustice.

### **Overall responsibility of the job:**

This new role of Stock and Delivery Driver means you will collect and load stock into our delivery van and drive it to the required centre and unload it, in conjunction with our Sessional Leads. You will be required to communicate with others and use your own initiative to ensure that the van is fully equipped to meet the needs of the community for each session.

You may have had a background in logistics, delivery driving or stock management in a voluntary, statutory or paid role, or you may be completely new to this but know you have the skills required.

### **Specific responsibilities**

- To collect food and supplies from the warehouse or other organisations and distribute to our centres or other venues using the Foodbank van
- Ensure process and procedure for movement of stock is adhered to
- Communication with other team members

Stratford-upon-Avon Foodbank is a member of the Trussell Trust and is a registered Charity (Charity No. 1153297) which supports individuals or families who find themselves in poverty.

- At times you may be required to support our deliveries team taking food parcels to our users in the community
- Regular van maintenance including assisting with MOT, service, and any repair work by agreement with our Operations Manager

### **The skills you need:**

- Clean driving licence and ability to drive a van
- Physically fit and able to lift crates packed with up to 15kg of food stuffs
- Ability to listen and engage with people from a diverse range of backgrounds and experiences
- Ability to get on with others and be part of a team as well as completing some tasks independently
- A willingness to learn about our organisation and our place within the Trussell Trust and align to our campaigns

### **General**

- Full induction and training required to undertake your role
- A Stratford-upon-Avon Foodbank uniform
- Learning new skills and utilising your existing skills to make a difference to the community
- Meet new people and be part of a motivated organisation who share your passion to achieve social justice
- Treat all foodbank users with dignity and respect, whilst maintaining confidentiality as set out in our Confidentiality Agreement
- Read and abide by the Stratford-upon-Avon Foodbank's Policies and Procedures, including agreeing to and attending any training required to undertake your role
- Meet other commitments as agreed

### **Clean Driving Licence essential**