

**ID 1141      FOOD Club Assistant, Birmingham FOOD Clubs****Hours:** 20 hours per week**Salary:** Grade 1 (upper)  
£20,664 FTE per annum  
£11,169 per annum for 20 hours per week**Contract:** Fixed term contract until 30 September 2024  
with a possibility of an extension**Family Action:**

At Family Action we transform lives by providing practical, emotional and financial support to those who are experiencing poverty, disadvantage and social isolation. We have been building stronger families since 1869 and today we work with more than 60,000 families in over 150 community based services, as well as supporting thousands more through national programmes and grants.

**The Family Action FOOD (Food On Our Doorstep) programme aims to:**

- Provide regular access to a sustainable supply of food to people at risk of food insecurity
- Encourage families to access local support services and be signposted to other agencies
- Increase disposable income for local families to improve life chances and wellbeing
- Reduce the amount of food being sent to landfill in the UK by utilising surplus food

**The Role:**

The FOOD Club Support Worker will support all aspects of the day-to-day running of the clubs to ensure we offer our members a high-quality service.

**Main Requirements (see job description & person specification for more details):**

- Previous experience in either retail, health and safety, environmental, health, education, working with families is desirable, but not essential.
- You will have an enthusiasm for delivering high-quality customer service.
- A clear understanding of food hygiene standards and procedures.
- Passionate about supporting members of the community to access low-cost, high-quality food.
- Appointments are subject to Family Action receiving a satisfactory disclosure from the Disclosure and Barring Service.

**Benefits:**

- an annual paid leave entitlement that commences at 25 working days, rising each April by one day, subject to a maximum of 30 working days plus bank holidays
- up to 6% matched-pension contributions
- flexible working arrangements and new starters have the right to make flexible working requests from day one of employment
- enhanced paid sick leave and paid family leave provisions
- eye care and winter flu jabs vouchers
- cycle to work scheme
- investing in your professional development with ongoing quality training and career development opportunities

We are forward looking, ambitious and committed to continuous improvement. We are a **people focused, can-do** organisation, which strives for **excellence** in all we do and operates with **mutual respect**

**To Apply:**

- **Complete:** the [Application Form](#) & send to: [completed.application5@family-action.org.uk](mailto:completed.application5@family-action.org.uk)
- **Closing Date :** Monday 8<sup>th</sup> April at 9am
- **To learn more about Family Action:** [Recruitment Pack](#)
- **To learn more about our terms & conditions:** [Summary Terms & Conditions of Employment](#)
- **To help us fulfil our commitment to diversity and promoting equal opportunities:** complete our anonymous [Equality & Diversity Monitoring Information survey](#)

For direct queries or if you would like to discuss any aspect of the selection process or flexible working requests, please email **Sharon Robinson:** [Sharon.Robinson@family-action.org.uk](mailto:Sharon.Robinson@family-action.org.uk)

**Our commitment to Equality, Diversity & Inclusion:**

We are happy to consider any reasonable adjustments that candidates may need during the recruitment process and you will be asked whether you require any adjustments if shortlisted for interview. We also make reasonable adjustments on the job, where required.

We are committed to Equality, Diversity & Inclusion in all that we do and welcome applications from all sections of the community. We particularly welcome applications from Black, Asian and minority ethnic candidates, LGBTQIA+ candidates and candidates with disabilities because we are committed to increasing the representation of these groups at Family Action. We know that greater diversity will lead to even greater results for families and children and strive for our workforce to be truly representative of the diverse communities we support. We offer a guaranteed interview scheme for disabled applicants and will reimburse your travel cost if you attend an interview.