



## Role Description- Class Facilitator

<b>Post:</b>	<b>Class Facilitator</b> , Made in Hackney Local Food Kitchen (MIH)
<b>Hours:</b>	To Be Agreed
<b>Location:</b>	Made In Hackney, Food For All Basement, 3 Cazenove Rd Stoke Newington, London, N16 6PA and other kitchen locations around London
<b>Fee:</b>	£17 per hour, (with occasional agreed overtime hours to cover additional aspects of the role)
<b>Reports To:</b>	Veryan Wilkie-Jones, Project Manager or Sarah Bentley, Project Manager

### SUMMARY

#### Responsibilities include:

- Conduct a Service User Consultation exercise, when appropriate, and as agreed, including a site visit with new community groups to assess unique requirements before delivering a cookery course;
- Teach community groups including low income and or/vulnerable and marginalised, the basics of food and kitchen safety and food preparation;
- Choose healthy recipes that promote locally grown, seasonal, plant based, organic ingredients, avoidance of refined sugar, salt and use of healthy oils;
- Create and share lesson plans and recipes with Project Manager to review before each class;
- Create and/or use teaching resources during classes, (eg. Eat Well Plate, Recipe booklet, reading food labels) and be able to adapt teaching style to a range of learning needs, and according to the objectives of each class;
- Cost out the recipe ingredients to demonstrate cooking on a low budget;
- Check all kitchen equipment is available and ready for learners upon arrival, including sharpening knives when necessary;
- Deliver a Health & Safety briefing before each class starts and complete a page in accident book if you or any class participant suffers an injury during a session;
- Assign participants kitchen tasks that allow each individual to gain hands-on practice and improve their cooking skills. Supervise participants, encouraging proper techniques and correcting as needed;
- Facilitate class discussions on each cooking, nutrition or food safety message, allowing participants to suggest how they might apply new behaviours into actions at home;
- Ensure all cookery sessions food waste is composted and explain basics of home composting/recycling;
- Collect evaluation feedback from class participants using template forms provided, and ensure all participants register attendance before a class;
- Provide regular feedback to Project Manager after each class;

- Ensure Risk Assessment is carried out before classes, and ensure kitchen is clean and tidy before and after classes avoiding any health and safety risks (eg wet floors);
- Manage volunteer assistant (s) who will be assigned to assist you during each class, send them recipes in advance and clearly delegate tasks to them so they feel confident to support the group;
- Ensure AMURT UK policies are adhered to – Equal Opportunities, Health and Safety, Environmental Policy, Safeguarding Vulnerable Adults and Children;
- Be autonomous, reliable, flexible and ready to travel outside Hackney to deliver classes.

## PERSON SPECIFICATION

- Food Safety in Catering Level 2 certificate;
- Proven skills and knowledge in delivering healthy plant-based cookery classes or events, using seasonal produce;
- Detailed knowledge of the health and environmental benefits of local, seasonal, organic plant-based food;
- Experience of teaching vulnerable adults and young people;
- Strong communication and interpersonal skills and the ability to deal with, and have empathy for, a diverse range of people including vulnerable groups;
- Excellent organisational skills and the ability to manage a variety of tasks simultaneously;
- Ability to take initiative, be flexible and think creatively on a limited budget;
- Capacity to inspire and motivate others;
- Enthusiasm, energy and a positive attitude;

## BENEFITS

- Training in Emergency First Aid in the Workplace, Food Safety, and Safeguarding Vulnerable Adults and Children;
- 20% discount on standard kitchen hire charges;
- Opportunities to undertake additional special projects with agreed overtime paid.

Send CV's and cover letter to: [veryan@madeinhackney.org](mailto:veryan@madeinhackney.org)

## Background on Made in Hackney

Made in Hackney is a pioneering educational eco-community kitchen. We teach vital cooking, composting and food growing skills that are good for people and planet. In our classes we draw people's attention to the much overlooked reality of, 'without a healthy planet, how can we be healthy people?' We therefore teach people in fun and inspiring ways healthy eating and lifestyle skills alongside environmental best practice.

Our courses are attended by local charities, housing associations, support groups and community groups most in need of developing food skills. We also run courses in other community kitchens around London such as the Redmond Community Centre (Manor House) Lea View Hall (Springfield Park E5) and in Age UK community centres in Barnet and Peckham. We also run an enterprise arm of the charity which delivers Masterclasses on a ticket only basis for members of the public.

**Website:** [www.madeinhackney.org](http://www.madeinhackney.org) **Twitter** @Made\_In\_Hackney Instagram Made in Hackney

**Facebook:** <https://www.facebook.com/MadeInHackneyLocalFoodKitchen>