



Murtle Market Store Coordinator

Murtle Market is a public facing Social Enterprise where children and young people can directly or indirectly be involved in delivering an organic and sustainable store. Local and seasonal produce will be offered, as well as refilling schemes for dried food and environmental friendly cleaning products. This store will also be a place where products and services created at the craft, land-based, training kitchen and the bicycle maintenance workshop can be found.

Post:	Murtle Market Store Coordinator
Service:	Day Service
Line Manager:	Sustainable Development and Social Enterprise Lead
Salary Range:	£29,055.00 per annum depending on skills and experience
Hours:	37 hours per week Part time/job share can be considered Flexible and weekend hours may be required

Our Vision: To create an inclusive space that offers meaningful work opportunities, celebrates our heritage, and reflects our mutual respect for each other and the environment.

Our Mission: Murtle Market promises to provide the development of skills, meaningful work opportunities and place of authenticity for children and young people with learning disabilities and complex additional support needs.

A venture to showcase our local seasonal organic produce, zero waste principals and sustainable heritage, arts and crafts.

A place to connect with our community, engage with sustainable living practices and our ethos of learning through doing.

All brought to you by Camphill School Aberdeen – Be part of our journey to care for each other and the environment.

For more information, please visit our website

www.camphillschools.org.uk



Murtle Market Store Coordinator

Purpose of the role:

To join a new team as part of a training, skills development and sustainability store that will help young people with additional support needs develop skills for life and reach their full potential.

To help develop and maintain a thriving store and Murtle Market in general.

To front face the newly developed Murtle Market social enterprise.

To keep Murtle Market store fresh and attractive to new and existing customers, ensuring seasonality and (Camphill) festivals are on display.

To develop effective collaborations with members of the local community, as well as internally with the wider team, to identify and grow future opportunities.

General Responsibilities

- Provide support to existing and develop new enterprise activities.
- Support and mentor students and other members of the team around the store dynamic and catering practice.
- Communicate regularly and effectively with students, colleagues and customers.
- Be part of the wider Learning for Life Day Services team.
- Develop and maintain a fresh, seasonal and natural decor.

Key Responsibilities

- Ensure the store runs efficiently and professionally, with high quality and organic/biodynamic products.
- Contribute with the team to help assess the needs from students and their progress.
- Promotion of the store as a community-based social enterprise.
- Help create and maintain a nurturing and safe learning environment for young people.
- Ensure the store, and everyone involved in it, are up to date and in compliance with the highest standards of environmental health and safety.
- To maintain and rotate stocks on shelves in liaison with MM assistant.
- Ability to use and epos system and generate reports when required

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Health & Safety

- Ensure all policies and procedures in place are followed.
- Responsible for ensuring the work environment is safe and nurturing for students, staff and customers.

Safeguarding

- Ensure that work undertaken to safeguard children, young people and young adults is effective and consistent with the policies, procedures and protocols of CSA .

Person Specification

Experience/knowledge:

Essential

- Experience of working in a busy environment and being able to coordinate tasks under pressure.
- Provide and work within an inclusive environment.
- Responsibility for being organised at the workplace, as well as keeping on top of housekeeping tasks.
- Prepare displays with an affinity of seasonality and natural materials.

Desirable

- Experience of working at an organic or sustainability store, café or similar
- Experience as a coffee barista or willing to uptake training.
- Trained or willing to uptake training in food standard regulations (Food Safety level 3)
- Enthusiastic and influential communication skills to build positive and proactive relationships with members of the public.
- A strong belief and desire to work and stand for an inclusive work environment that is evidenced through work practice.
- Experience of monitoring and recording waste.
- Epos system and stock rotation
- Working knowledge of the education of and support processes for children/young adults with special needs
- Knowledge/Experience of the ethos, values and principles associated with the Camphill movement
- Full UK driving license

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Person Specification

Skills:

- Being able to work on your own as well as part of a team.
- Customer friendly and general people skills.

Personal Qualities:

- Highly motivated to make a difference to children and young people.

This job description is intended to provide a general statement of the major tasks and activities of the job. It is not an exhaustive list of all its detailed duties.

As a term of your employment, you may be asked to undertake any other such duties as may reasonably be required by you and that are broadly consistent with the job.

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