

## FareShare Job description

<b>Job Title</b>	UK Charity Liaison Manager
<b>Reporting to</b>	Head of Network Partnerships
<b>Location</b>	Flexible, but must be able to work at least one day a week at FareShare UK in London. This role will involve extensive travel and some unsociable hours. A vehicle is not provided.
<b>Hours</b>	Full time (35 hours)
<b>Term</b>	2 Year Fixed Term Contract
<b>Salary</b>	£28,000 to £30,000

### Main purpose of this role

Help FareShare to understand which groups of charity and community organisations we should be redistributing food to across the UK, including Charity Redistribution Organisations and National Charity Groups

Coordinate across FareShare teams and Regional Centres to identify, develop, monitor and review operational processes and how food is provided, and ensure regular effective communications between FareShare and our growing charity customer base

Scope, establish and nurture lasting relationships and operational processes with FareShare's strategic UK partners to redistribute surplus food and maximise its social and environmental impact.

In collaboration with Food & Network Development Team colleagues, lead the identification, growth and evaluation of new channels and markets for surplus food.

This role will initially have a focus on strategic relationships with UK wide food using charities, redistribution organisations, Holiday hunger and School clubs.

### About FareShare

FareShare is the UK's largest food redistribution charity, fighting food poverty by tackling food waste. FareShare sources food that is surplus to requirements from retailers and manufacturers and engages many volunteers to help redistribute this to local charities and community groups that provide meals to vulnerable people including families and individuals who are homeless, unemployed, socially isolated or recovering from addiction.

FareShare operates 21 Regional Centres (depots) across the UK and supports over 6,700 local charities and community groups. In the last twelve months, the FareShare network redistributed 13,500 tonnes of food nationwide, helping to create 28.6 million meals and feed 484,000 people each week.

## Key responsibilities of this role

- Continue to work with established relationships to build upon, evaluate and grow our relationships with Charity Redistribution Organisations
- Create and coordinate strategies for FareShare to accept and redistribute more surplus food
- Co-ordination of relationship management (operational and strategic) of organisations that are not currently in the FareShare
  - o Charitable redistribution organisations
  - o Commercial organisations working with surplus food
- Helping FareShare understand who could help us to redistribute more food and increase social good
- Coordinating our seasonal work - Christmas and Holiday programmes.
- Other strategic partners and projects
- Facilitating the reporting of national partnerships to FareShare UK and regional teams and the national charities themselves.
- Building, managing and supporting national strategic charity partnership and relationships.
- Understanding and sharing models for charity redistribution in regional centres and FareShare Go.
- Planning the national consistent and national delivery or understanding and facilitating regional delivery of national charity partnerships.

## Person specification

### Experience

- Demonstrable experience of establishing and maintaining partnerships and relationships to create and deliver shared value and growth
- Experience of working with National organisations with a regional presence
- Experience of understanding designing, developing and delivering consistent operational best practice across multiple regions and functions
- Demonstrable experience of working with or for the not for profit sector at a UK scale is desirable
- Project Management experience is desirable
- Development of best practice and standard operating procedures.

### Skills, knowledge and abilities

- Excellent strategic relationship building and communications skills
- An understanding and demonstrable ability to develop, deliver and evaluate shared value
- Knowledge of operational design processes
- A self-starter with proven ability to work on own initiative, meet objectives and tight deadlines under pressure
- Detailed knowledge and understanding of the not for profit sector

- Knowledge of the food use hierarchy
- Able to demonstrate attention to detail whilst also having a flexible approach and an ability to work in a team
- Knowledge of CRM systems and content databases for case study management
- Good working knowledge of Microsoft Office (Word, Excel and database)

## Values and behaviours

- A commitment to Equal Opportunities
- An understanding of, and sympathy with, FareShare's mission and strategy
- Flexibility of approach and ability to work in a team
- Proven ability to develop and maintain good working relations, with both internal and external audiences
- Willingness and ability to work from FareShare regions and around the UK regularly

## Application process

If you would like to apply for this role please send a copy of your CV and a supporting statement showing how you meet the essential experience outlined in the person specification to [recruitment@fareshare.org.uk](mailto:recruitment@fareshare.org.uk)

Closing date for receipt of applications is the 23<sup>rd</sup> of September.

Interviews will be held in London during the week commencing the first week of October.

FareShare aims to be an equal opportunity employer