



# Blackburn Foodbank

based at: The Oaks Centre



## Job Advert

The Trustees are seeking to appoint a Coordinator (Volunteers) to work at Blackburn Foodbank. The Coordinator will be responsible for all aspects of volunteering within and for Blackburn Foodbank. They will be responsible for developing and delivering a volunteering strategy, ensuring consistent implementation and best practice.

We would like to appoint a Coordinator who:

- Will provide leadership, direction, supervision, training and support for existing and newly recruited volunteers
- Will develop a fully accessible volunteer training programme that maintains the positive and caring ethos of Blackburn Foodbank and its strong links to the Trussell Trust
- Will continue to develop innovative working practices reflecting today's challenges and opportunities using current trends and data to inform future strategy
- Will maximise opportunities for engagement with volunteers outside of Blackburn Foodbank, e.g. bucket collections, giving talks to schools, food collections at supermarkets
- Has excellent communication and interpersonal skills with the ability to engage with a wide range of people including clients, staff, volunteers and external organisations

**Job title:** Coordinator (Volunteers)  
**Required from:** As soon as possible after interview  
**Part-time:** 18 hours per week (Monday, Wednesday, Friday)  
**Salary:** £21,093 pro rata  
**Contract:** 3 year fixed-term

**Closing date:** Monday 23<sup>rd</sup> August 2021 at noon  
**Interview date:** w/c 30<sup>th</sup> August 2021  
**Telephone:** 01254 672756  
**Website:** [www.blackburn.foodbank.org.uk](http://www.blackburn.foodbank.org.uk)

Application form and further details available from [trustees@blackburn.foodbank.org.uk](mailto:trustees@blackburn.foodbank.org.uk)

Please return completed application form - by the closing date, 23<sup>rd</sup> August at noon - via email to [trustees@blackburn.foodbank.org.uk](mailto:trustees@blackburn.foodbank.org.uk) or via post to The Oaks Centre, Oakenhurst Road, Blackburn, BB2 1SN