

Community Café Development Manager Required

£17,000, 35 hours per week

Oxgangs Neighbourhood Centre is an independent community organisation committed to serving the needs of the residents of Oxgangs, Edinburgh.

Our aim is to provide a safe space where people are welcomed and where they can feel included and valued. We seek to provide activities that respond to social needs creating opportunity for relationship, friendship and personal growth.

As part of the ongoing development of the Centre, we require a Community Café Development Manager to run and develop our volunteer run community café. Creating a welcoming environment for all you will provide a healthy, affordable and quality menu for the local community and groups using the Centre. As well as this you will establish and develop a healthy cooking initiatives to build awareness and contribute to positive well-being within the community, both through the café, along with running extra training, courses, projects and developing partnerships with local services.

You would also be expected to provide café administrative support, key-holding assistance and supervision of volunteers to ensure suitable development opportunity and satisfaction in their role.

You should have prior experience of working within a commercial kitchen with desirable experience within a community based setting. The post requires you to be able to motivate volunteers, engage professionally with partners and manage projects to help meet the aims of the Café and Centre.

The post is initially for one year only and will be subject to a PVG check.

Application forms available from oxgangsneighbourhoodcentre@gmail.com

or by calling 0131 466 0678 for an application pack

Closing date for receipt of applications: 4.00 pm Thursday 30th April

Interviews Wednesday 13th May.

Telephone enquiries welcomed for this post to 0131 466 0678

Scottish Charity No. SCO 24157



A centre for all