

JOB PACK:

Project lead – Eco Shed

About Skillnet Group

We are people with and without learning difficulties in Kent working together to achieve equality.

Skillnet Group is also a Social Enterprise. As a Community Interest Company, all our profit is put back into supporting the work we do.

- We support people with learning difficulties to speak up, make choices and become powerful and influential. We support them to gain opportunities and become more independent in learning, housing, work, health, money, travel, leisure and relationships.
- We support people to hear, respect and empower people with learning difficulties.
- We promote positive action to challenge negative attitudes about disability.
- We work with local communities so that people with learning difficulties become fully included and no longer segregated.

Background to this job

Eco Shed is a modern recycling workshop that supports sustainability and social justice. The project works with adults with learning difficulties and/or autism to make products out of up-cycled wood. Artworks and products have included bird boxes, insect houses and musical instruments, which are often sold in the open market. Eco Shed has also delivered commissioned work for organisations including Sittingbourne Heritage Museum and The Orchards Centre in Milton. Eco Shed is an emerging social firm and all profits are reinvested back into the project. We feel strongly about raising awareness about ethical and environmental issue and have worked together to produce works of art which not only are made from

recyclable materials but also benefit local wildlife.

The main aims of Eco Shed are:

1. To continue to develop the project into a respected Social Firm, employing people with and without learning difficulties equally.

2. To enable a co-produced environment where everyone's views and contributions are counted equally, leading to real decision making and influence.

3. To offer a range of recycled and upcycled goods for sale to bring income into the project. The goods produced are designed to protect and enhance the natural world and prevent waste and pollution into the environment.

Apply online here: skillnetgroup.co.uk/working/pages/jobapplication.php

Job Description

Main aim:	Manage all aspects of Eco Shed as an innovative Social Enterprise, providing training and support in a workshop environment, to people with Learning Difficulties and Autism and Mental Health problems
Salary:	£19,000 -£21,000 per annum
Hours:	37 hours per week Monday to Friday
Location:	Sittingbourne
Duration:	Permanent
Probationary Period:	3 months
Annual leave:	25 days per annum pro rata plus eight public holidays, payable in lieu
Line management:	Central Team oversight

Main responsibilities:

- Provide an environment where people with learning difficulties, autism and mental health problems experience social inclusion and can make valuable contributions in a working environment.
- Support everyone to work as a team, where everyone's views are respected and heard.
- Provide practical assistance in creating a variety of items recycled from wood and other renewable resources. This may include items for the garden (insect and bird houses), individual or co-produced artwork and any other creatively inspired projects.
- Be responsible for ensuring that everyone is working in a safe way. This includes understanding and responding to Adult Protection and Young People issues appropriately.
- Reduce our waste, recycle more, produce ecological goods and ensure the Eco Shed is working in line with our Ethical and Environmental Policy.
- Promote and market the Eco Shed as a social enterprise, committed to the green agenda and excellence in the products we sell.
- Be responsible for sustaining the project economically through appropriate funding streams and sales.
- Research and network with like minded organisations to maintain and improve the products we make and increase sales.
- Work in line with all of Skillnet Group's policies and procedures.

Person Specification

Essential

Have a good knowledge of woodwork skills and safe use of tools and ability to teach others these skills.

Experience of working with people with learning difficulties and/or autism.

Able to support people well. This means showing that you understand that people need different types of support at different times.

A motivated person and able to motivate other people.

Committed to working with people as genuine equals (we call this co-production), and supporting them in a way which gives them full choice and control (we call this personalisation).

Be an excellent communicator and able to communicate well with different types of people and organisations.

Be organised and keep your diary up-to-date.

Be able to use computers, especially the internet (including social media), email, Word and Excel.

Sensitive and tactful but also able to give an honest opinion.

Able to work using your own initiative and as part of a team.

Reliable and punctual. Someone who does what they say they will do.

Understand about ethical consuming and sustainability.

Very important

Understand Equality and Diversity and put these ideas into practice.

You can listen and not just talk or take over.

Able to present and communicate information in an easy to understand way.

Knowledgeable about, and can apply, Vulnerable Adults Procedures.

Able to work within data protection guidelines and follow and confidentiality procedures.

Able to use a variety of creative ways to work with people to produce personalised records to evidence achievement and progress.

Desirable

Understand about the law and important plans and policies that relate to disability and learning difficulty.

Experience in authoring website content, social media, designing posters and other methods of communication for promotion and marketing.

Experience in business management or running your own business or workshop or course.

Experience in writing funding bids.

Able to use websites, social media, posters and other methods of communication for promotion and marketing.