



Project Worker based at Uppertunity

1. Job Overview

We are looking for a person with a positive outlook to join our team, who has experience in cooking who can make creative, flavour-packed dishes from an ever changing selection of ingredients, many of which we source from market surplus. Even if that's in your home kitchen. We are looking for someone who can work independently, as well as part of a diverse team, and someone who has an interest in supporting individual with additional needs. We have a small café in the community centre we are based where other tenants order food. We also have a daily lunch club for our own members, and we also receive regular catering orders and host events where food is required.

The project worker will work with adults aged 16 to 65 with varying additional needs, learning disabilities, who are neurodiverse and have mental health barriers, who we refer to as members. They will work with our members to create sweet and savoury food for our lunch groups, catering orders and events. We run daily cooking and baking workshops (2 members per session) and are looking to add more sessions due to demand. The project worker will help develop personal and professional skills in our members. The project worker will also assist the team and manager in daily tasks of the kitchen such as stock take, tidying etc. The project worker will be responsible for the below tasks, with assistance from the manager and staff team:

- Undertaking the preparation of food, this includes baking, cooking and plating
- Assisting with stock check, maintain correct records, and cleaning the kitchen in accordance with Health and Safety Regulations and Guidance
- Assist with catering orders and event food preparation
- Support with training and developing our volunteers. Our volunteers, i.e. members, are individuals with varying additional needs, who attend volunteers shifts every week. Volunteers are part of all aspects of the kitchen and prep including cleaning, baking, cooking, stock check and taking payments of orders from tenants in the building.
- Promote the positive ethos of Uppertunity, and all the services available, identify gaps in the organisation, encouraging the development of effective, high-quality, person-centred services, adhere to professional standards as outlined in the organisation's handbook

2. Person Specifications and Requirements

The person should have a positive outlook with an empathetic understanding and attitude towards people with additional needs and the environment. The person should have the ability to think creatively and have good judgement, as well as multitask, delegate and schedule for future needs. The person should be a confident communicator, self-motivated and effective in time management. Experience with cooking is a must, but does not need to be in a professional capacity. We are looking for someone who is open minded and ready learn, and is able to follow a recipe.

The person should have friendliness, openness and eagerness to learn, as well as having patience to work with individuals with additional needs. Ability to relate sensitively & communicate well with clients with varying communication levels. The person will be required to join the Protecting Vulnerable Groups Scheme (PVG) and must be unbarred from working with vulnerable adults.

3. Location

Uppertunity, Ground Floor Left, Dudhope Castle, Barrack Road, Dundee, DD36HF

4. Hours and pay

7 hours per week (1 day) at £12 per hour, with the possibility of additional hours if project develops.

5. Length of contract and start date

One year, then reviewed. Start date as soon as possible. All our roles are one year, and then reviewed.

6. About Uppertunity

We are a registered charity, working with individuals (16+) with learning disabilities, who are neurodiverse and have mental health barriers. We focus on an individual's strengths and aspirations, then work with them to realise their potential, leading to self-worth and independence. We do this through: creative workshops, group and community work, mentoring, skill development programs, meaningful volunteering roles, jobs and social events.

7. Benefits

- Accredited training opportunities, as well as access to networking events
- 5.6 weeks paid holiday per year, including Christmas and New Year's off
- Company pension scheme if applicable

8. How to apply

Please send your CV and any additional information you feel would be helpful to:
Danielle du Plooy, Manager at danielledp@uppertunity.co.uk

If you have any questions, email the above email.