



Department
for Work &
Pensions

KICKSTART SCHEME

The eligibility criteria are that candidates are 16-24, have no income and are on universal credit.

DWP Bid Unique Identifier

Job Placement title

Community Engagement Coordinator
(Social Media Creative-Marketing Digital marketing)

Job Placement summary

This is an important position within team and you will play a vital role in supporting us to embed high quality community involvement standards throughout the company.

The post holder will be responsible for:

- Manage our digital engagement platform.
- Strengthening the delivery of high-quality community engagement across the company.
- Working across the organisation to build collaborative relationships and ensure a coordinated and cohesive approach to community engagement.

Main responsibilities

- To deliver innovative and coordinated engagement across the projects
- Support the team to build new and existing relationships and partnerships with organisations and key individuals across London, UK, EU and Globally
- Develop and maintain positive working relationships with the community and key stakeholder groups including customers, businesses, community groups
- Work with the Communications team to develop engagement material suitable for a variety of stakeholders. This will include newsletters, consultation material, leaflets, online and social media and will include arranging for translations.
- Organise and manage engagement events with and for the community and key stakeholders.
- Update and maintain our digital engagement platform.

About us: SACOMA GLOBAL Foods Innovation is a multifaceted UK healthy foods business with focus on natural and innovation. We develop and distribute/retail healthy foods and beverages. We are a rapid-growth disrupting food company with an award-winning brand and products. With a consistently high number of active projects we work across a broad variety of categories such as confectionery, snacking, condiments, baby foods, raw herbal infused honeys, hot and cold beverages, bakery, fresh produce and many more. Ours is a small team passionate about healthy and natural foods. Through our consumer education programme, eating well to live well, we want to help people to choose healthy foods, live healthier lives, as we engage with the food industry and other stakeholders to develop and supply foods that could deliver real health benefits and have a real impact on consumers' health. We are an International Foods Innovation Award winning business; with own processing units and retail/distribution chain. We offer a host of information events and workshops to our customers



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Essential
skills,
experience
and
qualifications

Knowledge: Be resourceful, self-motivated, and able to work without supervision
Experience of organising events and outreach activities
Ability to engage, communicate effectively and understand the needs of a range of different community and project stakeholders.
Ability to work effectively with staff at all levels, work independently and as team.
Ability to work in partnership with external agencies
Qualifications: The post holder will ideally have a relevant degree or equivalent, although consideration will still be given to those applicants who are not qualified but who can demonstrate they have worked in engagement and/or regeneration for a significant length of time.
Knowledge/Skills: Experience of utilising social media and digital platforms to engage a wider audience. Ability to balance competing workloads and deadlines. Excellent communications skills, both verbal and written. Ability to communicate effectively with a range of audiences. Excellent organisational skills. Good attention to detail and ability to operate to tight deadlines in a highly pressurised environment.

Job category

Number of

25 hours per week

Working
pattern and
contracted
hours
(including

Flexible working hours
The opportunity to work for the fast growing food brand for healthy food products and own retail brand in UK, alongside a young talented team dedicated to serving thousands of passionate customers. We offer 28 days holiday (including Bank Holidays), a pension scheme and remote working.

Hourly rate of

National Minimum Wage

Details of employability support (training opportunities/mentor)



We offer high-quality roles for Kickstarter recruited and provide them with a meaningful and fulfilling role in the business. Support and induction to help fill in the role and a valued member of our team.

We will also work with the local council's Employment and Skills team to give the Kickstarter employment support, and support them to access other employability skills training, to enable them to progress to onward opportunities after their placement

We will provide Kickstarters with a high-quality job reference following successful completion of the placement for their onward opportunities. We will provide them with the following employability and skills support and training:

- Wrap-around support to ensure that each individual young employee has gathered basic work skills including Attendance, Timekeeping, Teamwork, Communication, Travelling to work. To help the individual look for long-term work, including career advice and setting goals, support with CV and interview preparations and supporting the participant with basic skills, such as attendance, timekeeping and teamwork. We will do all of this for the employers.
- Employability Courses. We will ensure the skills are incorporated into the package. Individuals will also be given training on CV, interviews, job search process, in-work support, setting career goals and careers advice.
- Tutor Support. Our business membership to local councils employability programme will ensure the kick-starters have access to tutors can provide further support should that be required. This can take the form of more personalised careers advice.
- Kickstart Qualification; once each individual has completed the support courses, we will provide a certificate for our Kickstart Qualification to prove the individual has done this and provide evidence to the government.
- And any kickstart who gets a job interview before their placement end will be given the opportunity and support to attend any job interviews that could lead them into a full-time job role with other organisations/businesses.
- To share best practice we will provide article contributions to the local free newsletters to share experiences with other potential employers. We are an Equal Opportunities employer and committed to encouraging equality and diversity in our workforce

Company name

SACOMA FOODS AND GLOBAL BUSSINESS INNOVATION AND LEADERSHIP TRAINING (SACOMA-GLOBAL) LIMITED

Closing date for applications

30 April 2021

Using the table on the next page please provide details for each Job Placement by location.



Department
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Pensions

KICKSTART SCHEME

Employer Job Placement reference (where applicable)	Job Placement location and address (including post code)	Contact details for the Job Placement Name Email address Telephone	How to apply for the Job Placement	Number of Job Placements at location	Maximum number of referrals per Job Placement	Is public transport available? Yes/ No/ Don't know	Anticipated start date/s (if known)
LIMB-S/CEC	159 BROAD STREET, DAGENHAM, ESSEX, RM10 9HX	PEREZ OCHIENG Perez.sacoma@gmail.com 07764 961 489	Apply in writing to (perez.sacoma@gmail.com), telling us very briefly why you're the right person for the job, include an up to date CV and details of your expected salary. We can't wait to meet you!	1	5	yes	April/May 2021