



**Community Wellbeing Garden CIO** Charity Number 1212007

## **Cook and Delivery Driver Job Description (Feb 2026)**

**Application Deadline: Sun 1<sup>st</sup> March 2026**

**Job title:** Cook and Harvest Food Box Delivery Driver

**Location:** Petworth, West Sussex

**Reports to:** Project Manager, Community Wellbeing Garden C.I.O

**Type of position:** Part time, salaried

**Period:** 10 months March to end December 2026 (6 weeks probationary period)

**Hours:** 12 hrs per week (potentially more, pending funding) Tuesdays & Thursdays: 9am-3pm

**Hourly rate:** salaried £13.45 per hour (Real Living Wage)

**About us** We are a small community garden charity based in Petworth supporting the mental and physical health and wellbeing of people of mixed abilities through social and therapeutic gardening and local food distribution. We are looking for someone who enjoys cooking simple, healthy food and being part of a warm, inclusive community.

### **Role Overview:**

This role involves preparing and cooking seasonal healthy lunches for our mixed ability community groups in our garden kitchen and preparing and delivering our Harvest Food Boxes to local households. Once a month you will demonstrate simple “plot to plate” recipes using produce from the garden. You will work closely with staff and volunteers to create a welcoming, well -organised kitchen environment.

### **Key responsibilities:**

You will prepare a simple vegetarian, seasonal soup and savoury (e.g. jacket potato, pasta, quiche, salad) for lunch (12.30pm) for 25-30 participants each Tues, and 15 participants each Thursday and provide tea break refreshments (11am).

On Tuesdays, you will also prepare soup for the Wednesday Men’s Shed group (up to 12 people) which will be stored overnight for them to serve themselves.

You will need to be flexible and able to adapt your plans to the requirements of the different groups as necessary.

Once a month, you will demonstrate a simple ‘plot to plate’ healthy recipe from the garden harvest to a small group. Our team of volunteers and staff will support participants to be involved in the ‘plot to plate’ sessions and will help with serving refreshments to the group. The kitchen will need to be well organised and kept to high hygiene standards.

Harvest from the garden will be gathered by the group throughout the gardening sessions. At the end of each session you will pack and organise bags of garden produce along with fresh donated bread. These will be shared amongst participants and delivered to local

families signposted to us from the food bank. You will be responsible for delivering the food within the community.

You will have shared responsibility for the ongoing Health and Safety of the site, safeguarding our participants and outreach members, and working within our Kitchen Hygiene policy and risk assessments. Safeguarding, Health and Safety, Diversity and Equality, and Kitchen Hygiene training will be required and provided. The successful applicant will be DBS checked to enhanced level.

### **Person specification**

We're looking for someone who:

- Has a calm, steady presence and enjoys working with a wide range of people
- Treats everyone with respect, patience, and good humour
- Can work independently and as part of a supportive team
- Is confident planning and cooking simple seasonal meals for large groups
- Can adapt to different needs, abilities, and dietary requirements
- Has a car with business insurance (mileage covered)

### **Work experience:**

Experience in catering for large groups desirable, confident in planning and cooking simple lunches to accommodate different needs and dietary requirements

Cooking experience within voluntary based groups, schools, or charities would be ideal.

Experience working within the community preferred.

### **Education:**

None specified

Safeguarding, Health and Safety and Kitchen Hygiene training will be required and provided.

If you are interested in the role and have questions, please feel free to drop us a message via the following methods

[Info@petworthcommunitygarden.co.uk](mailto:Info@petworthcommunitygarden.co.uk)

07717462780

<https://www.facebook.com/communitywellbeinggarden>

<https://www.instagram.com/petworthcwg>

**Please complete the downloadable application form via our website,  
deadline 1<sup>st</sup> March:**

**<https://communitywellbeinggarden.org/opportunities/>**