



**HIRING**

**Beansies Wholefoods**

**CO-OP  
MEMBER**

**CLOSING DATE:**

**MONDAY 20<sup>TH</sup> APRIL**



# ABOUT BEANIES



Beanies is a thriving business with a fantastic working atmosphere and a diverse, supportive team. This is a hugely rewarding job which provides meaningful connection to our community of growers, suppliers and customers. Working at Beanies is an opportunity to learn everything you need to know about running an ethical business.

As a co-operative we all contribute to running the business and decisions are made together in fortnightly meetings.

We all do a mixture of desk-based and practical work. All kinds of work are equally valued as we all get paid the same hourly rate. Some of us become more specialised over time, with particular responsibilities and areas of oversight.

While training you will be required to work across all areas of the business. There may be opportunities to specialise further down the line.

# ABOUT THE JOB

All co-op members are company directors. This is a position of responsibility and requires individuals with a professional attitude and a long-term commitment to the business.

The roles and duties of our co-op members are unique - members may specialise in different areas and we work with you during your probationary period to discover what roles will best suit you and match with the needs of the business. Roles shift over time, with some tasks being rotated around members of the co-op. Every day at Beanies is different and there are many different aspects of the job that may suit you.

Co-op members share certain core responsibilities in our role as Directors of our business. Directors have a duty to conduct the affairs of the Society under the Co-operative and Community Benefit Societies Act 2014. They must follow the rules of the society.

Beanies is a vegetarian business, and proud of its ethical stance. We are looking for someone who shares our commitment to environmental, fair-trade, ethical and plant-based principles. Our premises is meat free.

We are committed to equality of opportunity and welcome applications from individuals, regardless of age, gender, ethnicity, disability, sexual orientation, gender identity, socio-economic background, religion and/or belief.

All successful candidates must provide proof of their right to work in the UK.

Your personal data will be processed for the purposes of managing recruitment related activities. Under the GDPR, you have the right to request access to your personal data, to request that your personal data be rectified or erased.

## Job Description

We require co-op members to:

- Work cooperatively, respectfully and in a supportive manner with those also within the organisation.
- Attend and participate in fortnightly co-op and governance meetings, and to carry out any actions agreed at these meetings.
- Agree to act in the Society's best interest and avoid conflicts of interest.
- Contribute to establishing company policies, implementing necessary changes and adhere to compliance procedures, laws and regulations.
- Make well informed contributions to operational and strategic development of the business as a whole including having an understanding of our business accounting and an understanding of our wider business environment.
- Evaluate overall company performance, including anticipating and forecasting trends and patterns of the company and marketplace.
- Create and work to operation strategies to minimise stock losses, reduce company costs and promote employee productivity.
- Work with a professional attitude and a long-term commitment to the business, actively seeking out areas of responsibility.
- Ensure the smooth running of the shop and/or box delivery scheme day-to-day as required by the business and your working patterns, stepping into different roles as needed.
- Take on office and non-office based roles. Tasks can include packing for deliveries, administration duties, delivery driving, stocking shelves, cleaning, serving at the till, cashing up, daily checks, managing orders, marketing and social media.
- Purchase and manage stock and/or business consumables. This can include building relationships with small to large suppliers, wholesale market, organic suppliers or local growers.
- Engaging and interacting with customers face-to-face, being the first point of contact about our business and products.
- Co-op members must work a minimum of 24 hours a week unless agreed to otherwise.

# PERSON SPECIFICATION

## Essential

- Legally able to stand as Company Director
- Able to work collaboratively with open and honest communication
- Ability to prioritise tasks without constant supervision
- Professional, problem solver, self-motivated, and able to take initiative
- Resilient and adaptable to changing circumstances
- Able to work weekends, early mornings and/or evenings
- Basic IT skills and understanding of spreadsheets or willingness to learn
- Basic financial literacy
- We look for fluency in spoken English
- You'll be physically active and enjoy the dynamic nature of an active store.
- Ability to work on your feet for the duration of your shift (8 hours)
- Ability to carry stock up and down stairs
- Ability to lift up to 25kg

## Desirable

- Experience working within a supply chain, directly with growers and/or other suppliers, or experience in a retail environment
- Working knowledge of social media, marketing and customer communications
- Experience working in grassroots, non-hierarchical, co-operative or other alternative organisational environments
- You care about everything you eat: where it comes from, how it's made and who by
- You have passion and commitment to learning about our produce, seasonality and sourcing
- Committed to environment, fair-trade, and vegetarian/vegan issues
- Hold a full UK Driving License and be legally able to drive

## Benefits

- 28 days paid holiday pro rata including Bank Holidays, plus 3 company holiday days.
- Full company sick pay after qualifying period.
- Company pension scheme.
- Westfield Health Plan for members.
- Cycle to Work scheme and secure bike storage.
- 20% staff discount in the shop and on veg box deliveries

## Hours

- 32-40 hours per week.

## Pay

- £13.58 per hour during six month probationary period
- £14.45 per hour once membership is agreed.
- Pay is reviewed regularly.

**APPLY**