



CONSULTANCY – SCOPE OF WORK

Telford & Wrekin Project Coordinator

Type of Contract:	Freelance
Contract Value:	£7,000
Time:	1.5 days/week (based on £120/day)
Duration:	9 months (February – October)
Place of Work:	Home based with travel across the county
Reporting to:	Partnership Lead

Purpose

The [Shropshire Good Food Partnership \(SGFP\)](#) is a CIC which brings people together to create a food system that is good for people, place and planet.

The role will be responsible for SGFP project coordination in Telford and Wrekin. This involves establishing a Grow Local initiative and working with local food businesses to reduce their climate impact, taking the lead in delivering on the T&W Climate Fund grant awarded to SGFP.

The Project Coordinator will represent Shropshire Good Food Partnership in Telford and Wrekin area.

Tasks

a) Lead Grow Local Project

Develop a network of community gardens and orchards to get more people growing food locally and accessing fresh, seasonal produce. Activities include:

- Identify and map existing, or planned projects, carry out needs assessments
- Identify new growing spaces, working with the Council and local communities, and with SGFP Partnership to get a Right to Grow¹ motion approved.
- Support local food growing champions to build a network of volunteers, and to enable diversity and inclusion. Provide tailored capacity building.
- Facilitate shared learning between growing spaces – peer exchange events, network development, training.



- Promote the concept of [food citizenship](#), [community food resilience](#) and [social gastronomy](#) in Telford & Wrekin, making national initiatives accessible and relevant locally.
- Produce a plan for further development and sustainability of initiatives.

b) Set up Food Business Climate Champions Project

Support local food businesses to reduce their carbon footprint. Activities include:

- Survey the current situation and identify climate change leaders
- Produce case studies that document climate change related strategies and share good practice.
- Produce an action plan to support businesses to develop or scale responses

c) Partnership representation

Develop SGFP presence in Telford & Wrekin, this will involve:

- Attend networking events with private sector, not-for profit organisations and Telford & Wrekin Council, including T&W borough climate partnership meetings
- Promote SGFP and our Good Food Movement in the area, recruit members as individuals as well as organisations, businesses and institutions.
- Participate in SGFP coordination calls and planning meetings.

Requirements:

The consultant should have experience in community engagement and a track record of working on environmental and sustainability issues. Experience working with businesses and knowledge of current food sector issues is an advantage. We are looking for someone who is professional and passionate with excellent interpersonal, organizational and writing skills.

We aim to recruit someone living in the Telford and Wrekin borough who is actively engaged in local networks.



Annex – Background

This is an opportunity to work with local groups and businesses on ways food can be part of the shift to net zero carbon through two different initiatives:

Grow Local

This project will build on existing activities and develop new ones, supporting local growing champions and linking up people and places. It aims to increase availability of hyper local food, reduce food miles and packaging, educate people how to grow food and make compost to reduce waste, and improve soils and habitats through nature friendly growing practices.

Grow Local will focus on inclusion, in particular giving people without gardens, or who don't have the skills or confidence, the chance to grow food. It will serve as a learning hub for both growing, composting and eating climate friendly food. We will support the creation of opportunities to engage regularly at each site, and events including seed swaps and seasonal celebrations such as apple days and a harvest festival celebrating locally grown food and the community contribution that made it happen.

The project will raise awareness of local growing spaces with health service/social prescribers, local councillors and businesses to get as wide engagement as possible. Through the practical activities we will open spaces for conversation, raising awareness on the carbon footprint of food, household food waste and the ways in which our food choices impact on climate resilience. Taking action will be fun and build community, at the same time as reducing carbon emissions through behaviour change. The growing spaces will be spread across different parts of the borough and engage people from diverse backgrounds to reach as wide an audience as possible.

Food business climate champions

This project will support local food businesses to reduce their carbon footprint. It will target companies involved in different types of food business, and a range of sizes to identify actions that are appropriate to reduce food waste and food miles, to save money and reduce climate impact, in diverse settings. These will be showcased reaching companies across the Borough.

It will be done in collaboration with existing initiatives such as [Cool Shropshire and Telford](#). It will focus on increasing local procurement, reducing food waste and creating revenue savings for food businesses.

¹ A Right to Grow motion has been approved by Shropshire Council making it easier for community groups to grow more food for local people on underused, or unused public land. We are currently looking at bringing a Right to Grow motion to Telford & Wrekin Council. This is linked to a national initiative on the Right to Grow with a proposed Community Food and Land Bill at Westminster.