



Community Wellbeing Garden CIO Charity Number 1212007

Cook and Delivery Driver Job Description (July 2026)

Application Deadline: 2nd August (midnight) 2026 (please note we will interview on a rolling basis and may close applications early if a suitable candidate is identified, therefore early applications are highly encouraged)

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: 6 months to end December 2026 (3 months probationary period), potential for extension pending further funding

Hours: 12 hrs per week, Tuesdays 6 hrs & Thursdays 6hrs, 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, including those with disabilities, neurodivergence, mental and physical-ill health, through social and therapeutic gardening and local food distribution. We are looking for someone who enjoys cooking simple, healthy vegetarian 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 calm and quiet, welcoming and well organised kitchen environment.

Key responsibilities:

You will work independently in the kitchen to prepare a simple vegetarian seasonal soup, or 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).

You will need to have a calm and patient manner and be flexible, adapting your plans to the requirements of the different groups as necessary, e.g. food intolerances, varying group sizes, occasional events.

Once a month, you will demonstrate a simple ‘plot to plate’ healthy recipe from the garden harvest, or jam and chutney making, 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 and practices appropriate for the garden setting.

Harvest from the garden will be gathered by the group throughout the gardening sessions. At the beginning of each session, you will be asked to pick up fresh donated bread and

produce from Petworth, which will need to be packed and organised along with bags of garden produce. 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 very calm, quiet and steady presence and enjoys working with a wide range of people of differing abilities
- 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 easily adapt to different needs, abilities, and dietary requirements
- Has a car with business insurance (mileage will be covered)

Work experience:

Confident in planning and cooking simple vegetarian lunches to accommodate different needs and dietary requirements is **essential**

Experience in catering for large groups **highly desirable**.

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

07717462780

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

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

**Please complete the downloadable application form via our website,
deadline midnight 2nd August 2026 :**

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

