



**FOODBANK MANAGER
PERSON SPECIFICATION**

Based at Cupar Foodbank, 21 St Catherine’s Street, Cupar, KY15 4TA.

Hours will be 24 hours each week, with some flexibility required, including evenings and weekends.

Salary will be £10.40 per hour

Requirements of the position:

Essential	Desirable
Exceptional organisational, communication and interpersonal skills	Strong community links and knowledge
Awareness of Data Protection principles and the Data Protection Act of 2018 (GDPR)	Experience of training, managing and developing volunteers
Ability to deal with members of the public with discretion and tact and to identify appropriate additional support as necessary	Good marketing skills
Understanding of a customer-focused environment, dealing with customer feedback, and the ability to handle difficult customers	IT literate
Ability to work flexibly and as part of a team with leadership and people management skills	Ability to maximise social media profile of the Foodbank
Clean driving licence or access to transportation	Financial capability in the use of spreadsheets, calculation and principle accounts.