



**Job Title:** Volunteer VegBox Assistant (Communications and Research)  
**Hours:** 1-2 days per week (3 month commitment)  
**Start Date:** ASAP  
**Application Deadline:** Monday 11 July 2016, 00h00 (midnight)  
**Website:** [www.suttoncommunityfarm.org.uk](http://www.suttoncommunityfarm.org.uk)

This is an exciting opportunity to develop marketing, communications and research skills as part of a pioneering local food project and London's most productive community farm.

**Sutton Community Farm** is a not-for-profit social enterprise with a mission to increase access to fresh, healthy, sustainable food and provide a shared space for the community to cultivate skills. We operate a [VegBox delivery scheme](#) with over 180 customers in the local area buying a weekly VegBox delivered to their home or a pick-up point. We are aiming to increase customer numbers to 300 over the next year, and you can help us get there!

### **Responsibilities and scope of job**

The volunteer VegBox Assistant will work closely with the VegBox team to focus on customer recruitment initiatives. We are looking for an enthusiastic person with good communication skills to assist with the following:

- **Maximising use of social media:** Twitter, Facebook and Instagram
- **Updating website content:** blogging and weekly VegBox postings
- **Market research:** identifying and developing sales opportunities eg. events and promo locations, as well as potential new pick-up points
- **Events:** assisting at markets, pop-ups and farm promo events
- **Design opportunities** (if applicable)
- **Drafting newsletters and weekly recipes**
- **Helping to maintain our database of customers and contacts**

This is a voluntary position: minimum 1-2 days per week, 3 month commitment. A contribution towards travel expenses is offered. Volunteers are welcome to a share of the harvest and are encouraged to take home surplus vegetables when available.

We are a highly motivated team, passionate to create positive relationships between people and food. We farm with organic principles and strive to be a deeply sustainable business. We are driven by values of respect, transparency, quality and integrity.

We aim to make our farm accessible to all and are committed to ensuring that everyone is treated fairly. You can find out more by reading our [Equal Opportunities Policy](#).

### **How to apply**

To apply please send your CV and a brief covering letter to Robyn Knight:

[vegbox@suttoncommunityfarm.org.uk](mailto:vegbox@suttoncommunityfarm.org.uk)