

# Lauriston Farm Limited

Charitable Community Benefit Society



GB-ORG-06



Lauriston Farm, Goldhanger, Essex, CM9 8AH

Tel: 01621 788348 • Email: [socialfarming@lauristonfarm.co.uk](mailto:socialfarming@lauristonfarm.co.uk)

[www.lauristonfarm.co.uk](http://www.lauristonfarm.co.uk)

## **PART TIME VACANCY (28hrs/week)**

### **FARMING AND GARDENING JOB COACH**

Lauriston Farm is a 210 acre community owned, charitable biodynamic organic farm near Maldon in Essex (CM9 8AH). It is home to rare breed cattle and sheep, vegetable growing, conservation work and domestic gardening. We work alongside young people and adults with learning disabilities and/or autism in every aspect of the farm work and are committed to becoming a Camphill Community, being inspired by anthroposophy. As part of this, we have partnered the Community College Initiative (CCI) in Chelmsford and developed a successful land based Supported Internship program for 18 to 25 year old individuals with special educational needs. To run and expand this program we are seeking someone with a strong interest in farming and gardening who will take instructions on biodynamic farming and gardening from our experienced staff and supervise, instruct, monitor, evaluate, evidence, and seek future employment for each intern. The role requires empathy for people with learning disabilities and/or autism, excellent communication skills and enthusiasm for outdoor work. Previous experience in working with young people and adults with learning disabilities and/or autism is essential, possibly in an educational setting or as a Job Coach. Personal or professional practical experience in animal care, horticulture and domestic gardening is also essential as well as a keen interest in biodynamic organic principles and practice. Further training will be provided to understand the principles of Supported Employment through BASE ([www.base-uk.org](http://www.base-uk.org)).

The role starts at the beginning of September 2022 and is for 28 hours per week, Tuesday to Friday. The actual annual salary is £16,744 (£11.50 per hour) with 19.6 days holiday per year and stakeholder pension. For the right candidate, on site accommodation could be provided.

To apply, please supply a letter of application and current CV by 5pm on Monday July 25<sup>th</sup> to Spencer Christy (Farm Director) [spencer@lauristonfarm.co.uk](mailto:spencer@lauristonfarm.co.uk)

Interviews will be in early August with a start date in early September. For further information please contact Spencer Christy (Farm Director) [spencer@lauristonfarm.co.uk](mailto:spencer@lauristonfarm.co.uk) or 01621 788348.

July 7<sup>th</sup> 2022

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## Job Coach for Supported Internships

### JOB DESCRIPTION

<b>Job title:</b>	<b>Farming and Gardening Job Coach</b>
<b>Salary:</b>	£16,744 p/a
<b>Hours:</b>	28 per week – Tuesday to Friday, 9am to 5pm
<b>Reporting to:</b>	Farm Director
<b>Responsible for:</b>	Supported Interns
<b>Location:</b>	Based at Lauriston Farm, Lauriston Farm Chase, Maldon, Essex, CM9 8AH
<b>Date:</b>	June 2022

### JOB SUMMARY

The 210 acres of biodynamic-organic certified farmland, including pasture, livestock, horticulture, salt marsh, woodland, domestic gardens and extensive conservation habitat is managed by Lauriston Farm Limited – a charitable Community Benefit Society. Our experienced farm employees and volunteers work alongside people with learning disabilities in all aspects of the farm work.

As part of this, we have developed a supported internship program with Community College Initiative (CCI) in Chelmsford and Essex County Council to help young people with learning disabilities embark on careers in agriculture, horticulture and domestic gardening.

You will undertake the job coaching of interns and use the train and fade model of supported employment. You will support the interns to learn different tasks throughout the farm, this will be broken down through various job roles around the farm throughout the season. You will liaise closely with existing staff members, taking instruction from them on the task to complete and how to undertake it.

Sometimes this will be through direct supervision, and sometimes this will be done by providing students with accessible training and resources to enable them to fulfil the tasks independently, safely and efficiently.

You will bring a knowledge and experience of working with young people and adults with a range of learning disabilities and autism and will be skilled in helping them to overcome

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barriers that might make the world of work more challenging. You will be skilled at breaking down or adapting tasks to help the person be successful in completing them effectively and understand the academic requirements involved in evidencing and writing witness statements.

You will also have high expectations of what individuals will be able to achieve with the right support and reasonable adjustments. You will be able to give clear and specific constructive feedback, both positive and negative, in a way that builds confidence at the same time as ensuring that the individual meets workplace expectations around productivity and behaviour.

You will also be able to communicate effectively and work effectively as a team with other members of staff working in diverse roles across the farm in order to advocate for the individuals you are supporting and to advise staff on how they can support people with SEND to be successful and happy in their roles.

You will be responsible for safeguarding the young people and vulnerable adults on the internship and should be competent in undertaking risk assessments.

The role will involve significant autonomous working, as well as working with other members of staff across the farm and requires a passionate ambassador for the Society and its work with people with SEND.

The role also involves working outside in all weathers, all year round, so a love of being outdoors and the ability to complete physical tasks is essential. Previous experience of animal care, vegetable growing and domestic gardening is essential as is a passion for biodynamic and organic principles.

Lauriston Farm Limited is committed to safeguarding and promoting the welfare of children and vulnerable adults. Applicants must be willing to undergo protection screening appropriate to the post, including checks with past employers and an enhanced DBS disclosure.

Please note this post is 'exempt' from the Rehabilitation of Offenders Act 1974 and therefore, you will be required to declare any convictions, cautions, reprimands and final warnings that are not 'protected' (i.e. filtered out) as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013). The amendments to the Exceptions Order provide that certain 'spent' convictions and cautions are 'protected' and are not subject to disclosure to employers and cannot be taken into account.

Guidance and criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring Service website. Further information can also be found on the Nacro website.

## KEY RESPONSIBILITIES

### Coaching and training:

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- Teaching, coaching and supervising supported interns with SEND to teach them how to fulfil a variety of job roles on the farm successfully.
- Being able to break down or adapt tasks where necessary to help the individuals overcome any barriers to them being able to complete the task effectively.
- Give clear and specific constructive feedback, both positive and negative, in a way that builds confidence whilst ensuring the individual has a clear understanding of what is expected of them.
- Communicate with individuals to understand their goals and ambitions.
- Work with CCI and other staff to agree & communicate goals, ensure supported interns have the right support to enable them to succeed and ensure efficient operations.
- Assist individuals to discover and, where appropriate, overcome their personal barriers and set goals.
- Assess the strengths of individuals and teach them to use them effectively.
- Help in the development of motivation and skills.
- Assist people with disabilities in developing social and life skills.
- Monitor and evaluate progress of interns through regular observation and review meetings.
- Model effective communication and coaching to staff members and advise them on how they can support colleagues with SEND on a daily basis.

## **Development of workplace systems and resources to support people with SEND**

- Advise on workplace fixtures and fittings for people with disabilities.
- Provide accessible training and resources to enable interns with SEND to work independently.
- Communicate the needs of individuals to the key staff they will be working with.
- Write and update individual risk assessments as required.

## **Administrative & HR support**

- Develop effective employment support plans.
- Support individuals in collaboration with CCI to make applications to Access to Work for funding to support their needs in the workplace
- Keep records and documentation and prepare appropriate reports.
- Provide coaching in effective job search techniques.

## **Safeguarding**

- Safeguard the young people and vulnerable adults you work with, and report concerns promptly according to the Safeguarding policy and procedure.

## **Communications**

- With consent from individuals, contribute regular information and photographs for the Society's communication channels.

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## Develop specialist knowledge and expertise

- Develop and maintain knowledge of current issues and best practice in supporting people with SEND.
- Represent and promote Lauriston Farm and act as an ambassador both internally and externally.

## General

- Demonstrate and promote the values of Lauriston Farm Limited.
- Maintain a commitment to high standards of health and safety at all times. Ensure all work is undertaken within the Lauriston Farm health and safety policy and processes.
- Commit to continual professional development.
- Play an active part within the wider Lauriston Farm team.
- Make active use of information and resources gained via personal networks to inform the development of this role.
- Perform any other duties consistent with the role and / or reasonably required by the Farm Director.

## Hours

Normal working hours of 28 per week, Monday to Friday, 9am to 5pm with 19.6 days holiday entitlement per annum. The internship last for 42 weeks and the student is entitled to three weeks holiday. Holiday must be taken outside the training weeks and coordinated with the students. Internships can start any time of the year but it is normally September. This leaves ten weeks when we ask the Job Coach to help with other farming and gardening work as well as running taster days, correspondence and paperwork for prospective new students.

## Location

The post will be based at Lauriston Farm, Lauriston Farm Chase, Maldon, Essex CM9 8AH. On days where no direct supervision is required there may be the flexibility for the postholder to work from home.

## What do we offer?

- The chance to join a community owned charitable co-operative with environmental and social justice at its core.
- Competitive salary
- 19.6 days holiday
- Contributory company pension
- A supportive and collaborative working environment

## PERSON SPECIFICATION

### Essential

- Experience of working with people with a range of learning disabilities and autism



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- Experience of working outdoors undertaking some form of animal care, horticulture, gardening or conservation, this can be personal experience
- Experience of mentoring or supporting colleagues to improve and develop through clear and specific feedback
- Knowledge of learning difficulties and how they might present in different individuals, and the strengths and challenges they may have
- Excellent critical thinking skills and the ability to think on your feet to adapt tasks and plans where necessary
- A positive and can-do view of the potential, talents and abilities of people with SEND and high expectations of what they can achieve
- Experience in writing risk assessments and evidencing an individual's performance including witness statements.
- Good IT skills (including Word, Excel, Outlook, PowerPoint) and photography through tablet.
- Self-motivated and proven experience of ability to work on own initiative
- Ability to be self-reflective
- Strong interpersonal skills with an ability to build relationships and engage effectively with stakeholders at all levels
- Empathy with young people and adults with SEND, and an ability to engage and motivate for learning and development in order to improve future life chances
- Love of the outdoors and a willingness to work outside, all year round and in all weathers
- Effective team worker
- Good communication skills, both oral and written
- An innovative, can-do, enthusiastic work ethic
- Able to communicate Lauriston Farm values and standards to supporters and stakeholders
- Committed to conservation and chemical free farming
- Ability to multitask, prioritise workload and meet deadlines
- Full driving license
- A flexible approach to work and willingness to attend a maximum of six Trustee meetings at weekends
- Willingness to develop new skills and take on new areas of responsibility

## Desirable

- A successful track record demonstrating significant experience in supporting individuals with SEND
- A passion for biodynamic or organic farming and gardening and a keen interest in anthroposophy
- Training or qualifications in supporting people with SEND
- Experience of working in an education setting as well as an outdoor workplace environment