

Job Profile Information: Food Safety Project Officer - Healthier Catering Commitment

Job Title: Food Safety Project Officer

Job Grade: Level 3 Zone 2

Salary Range:

About Camden

Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. Because we're not just home to UK's fast-growing economy. We're home to the most important conversations happening today. And we're making radical social change a reality, so that nobody gets left behind. Here's where you can help decide better future for us all. As part of the Public Protection Service, the Food Safety team plays a key role in protecting citizens from harm from unsafe food and infectious diseases by working in partnership with stakeholders and the business community to drive regulatory compliance, engender business growth, and improve health and wellbeing outcomes for all.

About the Role

Operating within a fast paced, flexible and dynamic team, you will be responsible for promoting the Healthier Catering Commitment (HCC) scheme across Camden businesses and supporting them with food safety compliance and to achieve the HCC Award.

The role requires the design and delivery of a range of interventions including site visits, providing advice, and working with businesses to help ensure issues are resolved. It also includes report writing, performance reporting and the provision of information to stakeholders that contributes to the way services are delivered in Camden.

About you

The successful candidate will demonstrate the following:

- Ability to design, develop deliver and promote the Healthier Catering Commitment Award across relevant Camden food businesses
- Knowledge of the legislative framework, guidance and codes associated with food safety and food standards regulation
- Ability to plan and manage projects.
- Ability to explain complex and technical issues accurately, clearly and concisely both orally and in writing when dealing with wide-ranging stakeholders including food business operators, elected members, other services, senior managers etc.
- Ability to use data to measure impact and inform activity.
- Knowledge of IT systems and tools including use of Microsoft word, excel, PowerPoint, Outlook, TEAMS
- Ability to manage conflicting priorities and focus on customers.

- Ability to work collaboratively with other services and stakeholders using data and evidence to develop strategies and identify priority areas in Camden, which maximise the impact of HCC and contribute to reducing health inequalities in Camden.
- Ability to represent services at relevant meetings and working groups.
- The postholder will be expected to take up appropriate training courses.

Work Environment:

- A significant amount of time will need to be spent on site assessing and engaging with food businesses and supporting them to achieve Healthier Catering Commitment status. This may include market stalls.
- The post holder will also be required to attend meetings with external stakeholders.
- The postholder will be expected to manage changing and conflicting priorities and deadlines.
- The post holder may be required to work occasional evenings and or weekends to meet business needs

People Management Responsibilities:

There is no line management responsibility . However, the post holder may be required to coach and support other colleagues, students or those on work experience, including over-seeing delivery and giving feedback.

Relationships

Reports to the team leader.

The post-holder will be expected to build and sustain effective partnerships and relationships with colleagues and a range of stakeholders (internal and external to the Council), acting as a point of expertise in relation to project area.

- Local and national businesses / business representatives
- Cabinet members and ward councillors
- Directorates and services across the Council, including Camden colleagues and team leaders in other teams
- Other local authorities, especially within London
- Government agencies including Food Standards Agency, CIEH, UKHSA, GLA, ALEHM
- Local community groups

Over to you

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine how we're supporting people, and we'll redefine what a career can be. If that sounds good to you, we'd love to talk

Is this role Politically Restricted?

Some posts at Camden are politically restricted, which means individuals holding these posts cannot have active political role. For a list of all politically restricted roles at Camden [click here](#).

Diversity & Inclusion

At Camden, we value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and other ethnic groups, those who identify as LGBT+, neurodiverse and disabled people. Click [Diversity and Inclusion](#) for more information on our commitment.

Agile working

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK (www.HireMeMyWay.org.uk). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

Asking for Adjustments

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at resourcing@camden.gov.uk or post to 5 Pancras Square, London, N1C 4AG.