



Role Description

Position: Non-Executive Board Member

Organisation: Batch Cook Club C.I.C.

Location: Bristol, United Kingdom

Thank you for your interest in becoming a non-executive board member of Batch Cook Club C.I.C.

We are at an exciting time in our journey as we look to ambitiously grow our business and now look to bring in some specific skills and experience to help us increase our reach and impact.

We are looking for members who complement our existing skills and experience, and as our first group of non-execs, be willing to work with us to transition Batch Cook Club from a founder-led business to one with a board of directors.

We are friendly, welcoming and flexible and believe that there is so much scope for bringing your ideas and experience to make a difference with Batch Cook Club.

About Batch Cook Club CIC

Batch Cook Club is a community interest company dedicated to bringing joy back into the kitchen. We organise fun and social cooking sessions where participants can learn to batch cook nutritious meals, meet new people, and take home delicious food to feed their household.

Our mission is to reduce social isolation, empower individuals to make healthy choices, and upskill communities in a fun and engaging way. We run funded and paid-for cooking classes and events in South Bristol and are now looking to grow the business with the support of a passionate and experienced board of non-exec directors.

Who we are:

Batch Cook Club was established in 2023 by Laurie Roche and Seema Vekaria.

Seema is a qualified Nutritional Therapist and former optometrist and Laurie is a passionate foodie, former baker and graphic designer. In the two years since incorporating we have:

- Completed Strong Foundations and Local Access Partnership Trade up programmes, at the School for Social Entrepreneurs
- Completed the Food Leaders Programme, led by Square Food Foundation and St. Monica's Trust
- Secured funding from Feeding Bristol CIO, Jewsons and The National Lottery
- Partnered with / been commissioned by Bricks Bristol, Redcliffe Nursery School, St Mary Redcliffe Church, Bedminster Community Hub, BS3 Community, The Long Table, Downton Road Surgery, Art on the Hill, Victoria Park Primary School, Stoke Park Primary School, Zion Community space

Role Overview

We are seeking three individuals to join our board as Non-Executive Members. The ideal candidates will bring expertise in one or more of the following areas: finance, social enterprise, the food industry, and/or public relations and marketing.

As a Non-Executive Board Member, you will provide strategic guidance, governance, and support to help Batch Cook Club achieve its mission and expand its impact within the community.

Key Responsibilities:

- **Strategic Leadership:** Contribute to the development and implementation of strategic plans, ensuring alignment with our mission and values.
- **Governance:** Ensure that Batch Cook Club operates in compliance with its legal and regulatory obligations, maintaining the highest standards of corporate governance.
- **Financial Oversight:** Provide guidance on financial planning, budgeting, and monitoring to ensure the organisation's financial health and sustainability.
- **Advocacy and Networking:** Leverage your professional network to promote Batch Cook Club, identifying opportunities for partnerships, funding, and community engagement.
- **Marketing and PR Support:** Advise on marketing and public relations strategies to enhance the organisation's visibility and reach.

Essential Skills and Experience:

- **Finance:** Experience in financial management, accounting, or related fields, with the ability to interpret financial statements and contribute to financial decision-making.
- **Social Enterprise:** Understanding of the social enterprise sector, including knowledge of sustainable business models and impact measurement.
- **Food Industry:** Experience within the food industry, with insights into food production, distribution, or culinary education.

- **Public Relations and Marketing:** Proven experience in developing and executing PR and marketing strategies, with a strong understanding of brand management and audience engagement.

Personal Attributes:

- **Love of food:** from celebratory feasts to simple dinners, our love of food ignited the idea for Batch Cook Club, and we're looking for someone who shares our passion.
- **Interest in nutrition:** able to see the value / importance of eating a diverse and nutritious diet and champion our ethos.
- **Commitment:** genuine passion for Batch Cook Club's mission and values.
- **Collaborative:** ability to work effectively as part of a diverse team, fostering a culture of mutual respect and shared purpose.
- **Innovative:** willingness to think creatively and embrace new ideas to drive the organisation's growth and impact.
- **Integrity:** demonstrated ethical standards and a commitment to transparency and accountability.

Time Commitment:

The role requires attendance at quarterly board meetings, either in person in Bristol or virtually, along with occasional participation in sub-committee meetings and events.

The time commitment is approximately 1-2 days per month. This could include reading documents in advance of meetings, offering advice or feedback between meetings, attending community events, or supporting strategic planning and decision-making as needed. We are flexible and understand that life is busy - your contribution can be shaped to fit your schedule and strengths.

Remuneration:

This is a voluntary position; however, reasonable expenses incurred in the course of board duties will be reimbursed.

Application Process:

To apply, please submit your CV and a cover letter outlining your relevant experience and motivation for joining the Batch Cook Club board to laurie@batchcookclub.com.

Applications will be reviewed on a rolling basis until the position(s) are filled. Batch Cook Club is committed to promoting diversity and inclusion. We welcome applications from individuals of all backgrounds and experiences. For more information about our organization and activities, please visit our website: www.batchcookclub.com