

Job Description

Salary:	Range £33,500 - £37,100
Job Title:	Health, Safety and Compliance Advisor
Location:	St Albans, Hertfordshire, AL1 4LW with regular UK travel
Division:	Support
Responsible to:	Chief Support Officer
Responsible for:	None
Term:	Full Time, Permanent Contract, 35 hours per week

About CAMRA

Come and work for one of the UK's most recognised campaigning organisations, and the largest operator of beer festivals in the country.

CAMRA is a not-for-profit consumer group with over 149,000 members that has been operating since 1971. The organisation campaigns on behalf of beer, cider and perry drinkers and is also committed to the preservation of pubs, which it sees as integral parts of every community. 'The Campaign', as CAMRA is also known, is volunteer led, with the National Executive (CAMRA's Board of Directors) elected by the membership. The CAMRA Staff work from an office/Warehouse in St Albans and Luton, and provide professional support to the organisation's campaigning and commercial operations, as well as providing a range of services to members.

About You

The Campaign for Real Ale is looking for a Health, Safety and Compliance officer to support over 160 festivals during the year. Also being responsible for the office facilities and health and safety. The office base is in St Albans, though there will be considerable travel involved in visiting beer festivals across the UK. You must own and be willing to use your own vehicle for which expenses will be paid and have a flexible attitude to work, being a self-starter used to doing H&S inspections and audits.

Closing date 17/04/2024. Interviews will take place W/C 22/04/2024

Job Purpose

Ensuring that CAMRA's Health and Safety policy is effectively implemented across the organisation. In particular, supporting branches in delivering safe, effective and enjoyable beer festivals



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Key Responsibilities and Functions

- Provide guidance and support to CAMRA branches with festival health and safety, food safety, licensing, and insurance matters.
- Act as the named Health and Safety co-ordinator for our key national festival(s) – Great British Beer Festival, GBBF Winter and other festivals as required.
- Maintain a range of tools for volunteers including Health and Safety guidance manual, Health and Safety handbook and a range of operational documents and checklists - ensuring that these are kept current and up to date.
- Develop and maintain the audit framework to select festivals for H&S audits, conducting 35-50 audits per year as selected through the framework.
- Ensure that CAMRA festivals meet their obligations under Green and Discrimination legislation.
- Monitor H&S effectiveness and compliance at the Head Office and warehouse in St Albans and Luton.
- Be part of CAMRA's Events Committee providing guidance to beer festival organisers.

Person Specification

Essential Criteria

- Health and Safety qualification (NEBOSH or equivalent)
- Track record of managing health and safety in a multi-site environment, working with independent managers
- Experience of conducting H&S audits
- Ability to communicate and influence at all levels
- Ability to write clear and concise reports
- To have a “Can do attitude” with the ability to work on your own
- Outgoing and friendly disposition
- Willingness to travel around the UK (this role may require occasional attendance at meetings and out of hours' events in the evenings and occasionally at weekends for which time off in lieu will be given.)

Desirable

- Training qualifications
- Food safety knowledge - minimum level 2 qualification
- Personal licence holder - ideally acted as designated premise supervisor.
- Events Management experience
- Experience of working with volunteers



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Benefits

- Contributory pension scheme
- 24 days annual leave plus statutory days and additional Christmas closure days,
- Employee assistance programme
- Perkbox benefit scheme
- Death in service benefit

To apply for this job

Please submit a copy of your CV and a covering letter in word format giving examples of how you meet the requirements of the role to: katie.armstrong@camra.org.uk

