



Job description Operations Manager

Location: On site, usually in East London

Workshop/office: Unit 22, 384 Abbott Road, E14 0UX

Salary: 28-35K pro rata, depending on experience

Closing Date: 5th July 2024

Working pattern: 3 days (22.5 hours) to 5 days (37.5 hours) 8.00-4.00, depending on availability

Driving Licence: Full licence essential, access to work van provided

About the Role

To support the growth of our Community Interest Company, we are looking to appoint an Operations Manager to work alongside Rachel, our Founder and Creative Director. The primary purpose of the role will be to oversee each project, exercising Site Manager responsibilities, and assist in the overall running of the business, whilst contributing to business development.

The role is practical, based primarily on-site overseeing a small team of 2-7 landscapers. The role will include exploring new ideas that align with our ethos, piloting and developing new business ventures that evolve into long term streams of income. We would be open to pursuing other ventures that equip and empower people to grow and develop employability skills.

This is an exciting opportunity for someone who is practically minded, enjoys business development, implementing strategies, and has a passion for pioneering new ideas in the heart of a local community. Being a Christian organisation, prayer and compassion are at the forefront of everything we do.

About Us

Renew:EL is a social enterprise, we work with those on the edges to help them succeed in life, however that might look. We founded in 2017 as a community of people who love the art of design, making and creating, maintaining and constructing gardens in the London area.

RenewEL is Christ-centred, we value the contribution of each person in the team, prioritising integrity in all we do. We recognise that only Jesus can transform lives and therefore rely on him.

Modern society has a way of casting things aside and letting what was once beautiful become cold, ugly and overgrown and city life only compounds the issue. Just like many of our outside spaces, balconies and gardens lives can become isolated, desolate and wasted.

At RenewEL we're all about finding these spaces (and lives) and restoring them. Sometimes to their original beauty; sometimes to a beauty that's never been seen before. We take folk who have fallen on the wrong side of life; whether through homelessness, addiction, offending behaviour or poor mental health and train them up as part of our gardening team.

We're a not-for-profit organisation whose desire is to instil a hope back into these guys. We give them a fresh start. We invest in them. Give them new skills and do all we can to help their lives flourish.

Operations Manager

Responsibilities on site

- To lead and inspire a team of landscapers and labourers to achieve excellence in their work and ensure each person is trained adequately and able to complete their tasks well.
- To oversee and install garden designs, including fencing, carpentry, trellis, laying paving, constructing planter beds and benches, installing soils, lawns and planting.
- To oversee and assist with maintaining gardens and landscapes including lawn maintenance, pruning plants, general maintenance, sweeping leaves, and tidying.
- To programme and plan the installation of the project in a timely manner and suggest the overall anticipated time it will take to complete each task and report progress.
- Cultivate a culture of compassion, care, innovation and continuous improvement, exploring new techniques, materials, and designs.
- To line manage the team on site, fostering their professional development and growth within the company.
- Provide mentorship and support to team members, both pastoral and discipline towards the way of Jesus.
- To be a positive influence in attitude, actions and words providing encouragement to volunteers and team members.
- Represent the company at industry events, conferences, and networking opportunities to build relationships and promote the business.

Qualifications and experience

- Proven experience of delivering small-medium landscaping or garden installation projects.
- Demonstrated ability to lead teams and projects with a hands-on approach, from initial planning to final execution.
- Knowledge of horticulture, landscape design principles, and construction techniques.
- Excellent communication skills, with the ability to effectively interact with clients, team members, and industry stakeholders.
- Strong business acumen, with the ability to develop and implement strategic plans to drive growth and profitability.
- Qualifications in Landscape, Horticulture, Business or Construction Management, or a related field, or proven ability of training and business development.
- An ability in programming and project management, to manage and deliver a scheme to programme; ability to learn computer programmes (e.g. Asana, slack) to enable effective planning and communication.
- A passion for sustainability and environmental stewardship in landscaping practices.
- A current driving licence and willingness to drive the RenewEL van to deliver tools and materials to site.
- A DBS check will be required as part of the application process.



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Benefits

- Competitive salary commensurate with experience.
- Opportunity for professional growth and advancement within a dynamic and growing company.
- Collaborative and supportive work environment with a focus on teamwork and innovation.
- 20 days annual leave per annum (plus bank holidays).

Application Process

If you are interested in applying for the post, please send your CV and a covering letter explaining why you would be a good fit, to: Rachel@reneweastlondon.com. We look forward to reading your application.

The application deadline is **12 midday, Friday 5th July 2024**

Please include **Operations Manager** in the subject line of your email.

Only shortlisted candidates will be contacted for interviews.