



Damascus Rose Kitchen - Join our board of Directors

Like roses that die in the winter and grow in spring, our winter was in Syria, when war started. It was dark and we were surrounded by destruction. When we decided to travel to look for safety for our families, it was a long journey with many barriers, including loss of loved ones, saying goodbye to our beloved home and not knowing when or if we will meet again.

Growing out of community work for the last 5 years, we have now established our own social enterprise: Damascus Rose Kitchen CIC. Through this new venture we are able to share our culture, create employment opportunities for Syrian and Arabic speaking women in Oxford and produce delicious Syrian food. We are a registered Community Interest Company, and any profits the business makes will be reinvested in the company's social mission- to support Syrian women & their community. .

We hope you will share in our story from this point on....

<https://www.damascusrosekitchen1.com/>

Our Aims

Our aim is to create employment opportunities and generate funds to support the Syrian community in Oxford and beyond. We want to do this through sharing our delicious food and culture with local residents and companies in Oxford by running our social enterprise "Damascus Rose Kitchen".

This is where you come in:

Damascus Rose Kitchen is at an exciting stage of its early development. We are currently two directors, Nuha Abdo and Wesal Ghanoum, both Syrian refugee women with a passion to establish our business, share our culture, provide delicious food and a successful, sustainable enterprise. Meet the team here:

<https://www.damascusrosekitchen1.com/our>

We are now looking for two new Directors (Trustees) to join our board to add their skills, vision and enthusiasm to our organisation. These are voluntary positions. We're looking for new directors who will:

- Be interested in Damascus Rose's work and committed to our social mission and values
- Be willing and able to give their time, experience, skills and enthusiasm to help run Damascus Rose Kitchen. This includes regular time commitment as we are still a young and emergency enterprise.
- Have relevant background and experiences to bring different points of view and expertise to the running of our organisation.

In particular we are looking for Directors with some of the following skills:

- Experience of being on the Board of Directors or managing a Community Interest Company, Charity, or other not-for-profit Business.
- Experience in HR and/or CIC governance
- Experience in business development- specifically small catering/food enterprise.
- Financial management experience (Treasurer Role)

Person specification

- you should be patient, interested to learn and enthusiastic to support a community led project.
- a willingness to devote the necessary time and effort
- strategic vision
- good, independent judgement and an ability to think creatively
- a willingness to speak their mind and listen to others
- an understanding and acceptance of the legal duties, responsibilities and liabilities of directorship of a CIC
- an ability to work effectively as a member of a team
- Empathy, understanding and interest in learning about experiences of migration

The role of a Director of a Community Interest Company (CIC).

To be a Director of a Community Interest Company is an exciting and fulfilling role; together with the other Directors you are responsible for the company. Collectively the directors are responsible for the overall control and governance of the organisation and use their skills and experience to support DRK to achieve our aims. The Trustee Board makes key decisions, overseeing the management of the business

and setting strategic direction and ensuring both the business and social impact of the organisation are met.

As a Board member you will be expected to contribute on the basis of your expertise. Often this will be through Board discussion but you may also be asked to provide advice and/or undertake specific tasks, for example supporting policies, providing HR support, supporting strategic development. As a Director we ask you commit to:

- 1 board meeting per month
- Additional informal meetings and/or support via email on issues regularly
- Attendance and support at some of the activities / events hosted by Damascus Rose Kitchen

Depending on your role you may be:

- Managing the financial oversight of the company. We are looking for a treasurer role to support us overseeing key financial decisions.
- Supporting the establishment of PAYE and HR processes
- Contributing ideas to how to develop the business as we grow.

What is coming up for Damascus Rose Kitchen?

Following a year of support and incubation at Flo's the Place in the Park, Damascus Rose Kitchen is now developing its offer of food services. We have been offering catering services for weddings and events, community meals for our partners in the community and pop up restaurant style events. We are now looking to run a 2-day a week cafe at the Old Fire Station, in the Oxford City Centre. This is an exciting next step for Damascus Rose Kitchen and a key area of our development. We are also interested in developing our governance model to become a more sustainable and robust company, improving our systems and processes for management, decision making and meeting both our customers demand and statutory requirements. We are looking to move to PAYE and develop the social impact of supporting refugee women.

Applying for the Director position

1. Please send your CV and a letter explaining your experience, what you think you can bring to the role and why you want to be involved. Please email this to damascusrosekitchen@gmail.com. Your application can be English or Arabic.

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2. Following a review of your application you might be invited to speak to the other directors during an interview. Interviews will take place in October and November 2021.