



## **JOB DESCRIPTION**

**Job title:** Nappy Ever After (NEA) Real Nappy Advisor

**Payment:** Commission on nappy and accessory sales (via discounted trade prices on stock. Discount at approx 20% on most stock and 30% on Bummis range)

**Hours of work:** A commitment to attend a minimum of 2 'Nappuccinos' per month, initial training by NEA and ongoing training/development meetings. Meetings will be kept to a minimum. Nb. Advisors may choose to do further hours and give private demos and will receive the same commission for any sales.

**Purpose of job:**

Nappy Ever After needs Advisors to promote and sell Real nappies at 'Nappuccino' events across London.

Nappy Ever After is a not-for-profit social enterprise which aims to promote the use of cloth nappies and the associated reduction in waste to landfill. You will be playing a direct role in reducing waste

As an Advisor for NEA, you will be required to deliver demonstrations at monthly Nappuccino events (for approx 10 months during a year), organising cover with other NEA Advisors when you cannot fulfil your commitment due to illness.

**Person specification:**

Applicants must have experience using real nappies, be passionate about real nappies and have the skills and confidence to speak and give demos to groups of approx 6-20 people. Advisors should have excellent organisational, communication and budgeting skills.

NEA requires reliability and efficiency from its Advisors, who must be passionate about the benefits of using and be committed to increasing their knowledge of real nappies.

**Training and supervision:**

- As NEA Advisors, you will be trained to deliver effective nappy demonstrations via face-to-face training and printed materials.
- Advisors will be self-employed
- Advisors will be affiliated with NEA, and will be accountable initially to the Interim Manager during the pilot and subsequently to the NEA Director.
- NEA will guide Advisors in their work and take necessary steps to support them and make systems simple and effective.

**Main duties:**

- Giving real nappy demonstrations at Nappuccinos
- Advising on real nappy use
- Selling real nappies at nappuccinos and at private demonstrations
- Attending training and reading training materials
- Arranging distribution of goods for customers

**We need your commitment to:**

- be passionate about cloth nappies and spreading the word
- attend training events and read training materials provided by NEA
- promote the use of real nappies and give quality and reliable advice
- attend, advise and sell at regular Nappuccinos set up and marketed by NEA
- help to market events (the more you sell the more you earn)
- organise your own demonstrations in your local community and/or one-to-one demos
- investigate other nappies on the market and advise NEA on best products
- manage payment of sales to customers
- return unsold stock to NEA after sales events

**What Nappy Ever After will provide:**

- Discount on all nappies and other stock (approx 20% and 30% on Bummi's range, which Nappy Ever After are the UK distributors)
- Face to face training (not a manual as with other nappy agencies)
- Reading materials for updating knowledge on real nappy use and products
- Marketing for regular organised Nappuccinos (NEA is probably the only company to set up and advertise sales events for it's Advisors)
- web-listing
- Advisor forum – for sharing information between Advisors and NEA and covering events, in case of illness etc.
- A cost price demo kit containing everything needed for a demonstration
- If you are currently using real nappies with your child/ren you can also be loaned nappies to trial for free, that you have not yet used, so that you can get first hand experience of all the nappies in your kit.
- NEA will courier stock to Advisors the day before the nappuccino. NEA will only charge the Advisor for what is sold. The advisor must then return stock to NEA at their own expense.

NB. All details subject to change after initial pilot.

**Interested applicants should apply in writing, stating which London Borough they live in, their reasons for being interested and any personal or work related experience that may qualify you for this role, to:**

**Jemima Hoadley  
Interim Manager  
Nappy Ever After  
24 Hastings House  
Hastings Street  
London WC1H 9DT**

**Application deadline 5 January 2011**

**Training mid-end January**