



FOOD & NUTRITION SERVICE WORKER

Full-time Permanent

We are seeking a dedicated and compassionate individual to join our team as a Food & Nutrition Service Worker at Family Transition Place. Reporting to the Shelter Supervisor, the Food & Nutrition Service Worker will be responsible for managing all aspects of food preparation, inventory procurement and kitchen maintenance. This role plays a crucial part in providing nutritious meals to our clients, while also supporting food-related programming and fostering a welcoming environment.

Responsibilities:

1. Preparing Food:

- Prepare and serve meals according to weekly menu plans, considering cultural and dietary needs
- Assist in special occasion events and meals
- Plan and prepare meals during absence as required

2. Coordinating Food, Supplies & Kitchen Equipment:

- Order groceries weekly based on menu plans and budget
- Receive and stock food orders, maintaining inventory
- Ensure cleanliness and maintenance of kitchen and storage areas
- Coordinate with suppliers and food banks for inventory management

3. Supporting Clients and Volunteers:

- Engage clients in nutrition and meal preparation awareness
- Supervise volunteers and students assisting with food-related tasks
- Assist in orienting clients to kitchen procedures

4. Completing Administrative and Other Tasks:

- Maintain accurate documentation and uphold client confidentiality
- Attend staff meetings and training sessions as required
- Demonstrate compassion, integrity, social responsibility, and equity in all interactions
- Adhere to agency policies, procedures, and legislative requirements
- Complete assigned tasks as negotiated and assigned

Qualifications:

- Post-secondary diploma or equivalent in culinary arts or related field
- Safe Food Handling Certification required
- Minimum 2 years' experience in food preparation, preferably in an institutional setting
- Knowledge of menu planning and cultural dietary preferences
- Ability to work independently and problem-solve effectively
- Strong interpersonal and communication skills
- Understanding of feminist philosophy and maintaining professional boundaries

Physical / Mental Effort:

- Working independently and under pressure
- Using interpersonal skills and empathy
- Standing for long periods and lifting up to 30 pounds
- Being flexible and available to meet the needs of shelter residents

Safety. Support. Hope. Building healthier communities – one relationship at a time.

follow us on:



20 Bredin Parkway, Orangeville, Ontario L9W 4Z9 tel 519-942-4122 fax 519-942-8243
www.familytransitionplace.ca Charity BN: 107376378RR0001



**Working Conditions:**

- Work area located in the residential kitchen
- Loud and busy environment with interruptions
- Residential facility operating 24/7

Hours of Work:

- 35 hours per week, Monday through Friday. Evening work is required.

Salary:

- \$22.71 - \$28.04 per hour + Benefits

The successful candidate will join a compassionate, caring and forward-thinking family of professionals. We provide an attractive benefits package that includes vacation, sick and personal time. As well, we provide flexible work arrangements.

Our steadfast feminist and family-first approach guides the work we do. We are committed to ensuring that FTP continues to boast strong staff retention and satisfaction through consistent collaboration, communication, skills and culture development opportunities throughout our organization.

Our commitment to our internal agency values of compassion, respect, inclusion, continuous learning and integrity is unwavering, and we are striving to create a culture rooted in inclusiveness. We are committed to unlearning biases and working towards undoing systemic racism and oppression towards, Black, Indigenous, People of Color, 2SLGBTQ+ and all marginalized identities.

We are focused on innovation and enhancement of our services for our clients; we are equally focused on creating a workplace that 'works' our staff. We are deeply proud of the culture we have developed, and the staff who continue to help us shape it. We'd love to have you join us!

Family Transition Place is committed to equity, diversity, and inclusion in all aspects of employment. We encourage applications from all qualified individuals, including those with diverse backgrounds and those with disabilities. Accommodations are available upon request for candidates taking part in all aspects of the selection process.

Family Transition Place is dedicated to achieving a workplace that reflects the diversity of the community it serves and welcomes applications from all qualified candidates. We thank all applicants, however, only candidates selected for an interview will be contacted.

Please forward your resume by Friday, May 24, 2024

jobapplication@familytransitionplace.ca

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