



Victoria Native Friendship Centre
Internal/External Employment Opportunity - **Youth Team**



Kitchen Support Worker

1 FTE Student Position

Working as part of the Youth Team and under the supervision of the Chef and as part of the Kitchen Services Team, the Kitchen Support Worker will assist with the daily delivery of Friendship Centre programming food needs.

DUTIES, KNOWLEDGE and ABILITIES: (including but not limited to, others may be assigned)

- Assist in food services related to external catering contracts, the community garden, and programs offered through the Centre such as the daycare, weekly community lunch, youth drop-in & summer camps, early childhood development, Elders programming, etc.
- Confirm food orders, verify food deliveries, maintain inventory of supplies, food preparation, food service, and kitchen and pantry maintenance.
- Support catering services in menu planning, competitive bidding, customer service & billing.
- Support the community garden project by cultivating and tending to plants, as well as planning learning opportunities within the garden for community members.
- Ability to work effectively as part of a team.
- Must be able to work independently, as part of a Team and be reliable and self-motivated.
- Must relate well to co-workers, other professionals.
- Must be able and willing to work in partnership with other programs and resources.
- Must be prepared to act as a role model for healthy lifestyle choices and demonstrate respect for people of all ages.
- Must maintain professional standards and maintain confidentiality to families.

ELIGIBILITY and ASSETS:

- Candidates must be full-time students aged 15 - 30 years, who intend to continue their studies in the fall semester.
- Candidates must be able to provide a clear Vulnerable Sector Criminal Record Check, dated within the last 6 months.
- Food Safe Certified
- Valid BC Class 5 driver's license and clean driving record an asset.
- First Aid an asset.

SALARY: \$12.65/hour
HOURS: 35 hours a week
TERM: 14 - week term contract
COMMENCES: Monday, May 21, 2018

**Please submit your resume and cover letter attention to
Ron Rice, Executive Director**
(by mail / fax / email to admin@vnfc.ca or in person)

No phone calls please, only those selected for interviews will be contacted.
An eligibility list will be established.

Closing Date: May 14, 2018 at 4:30 pm

Pursuant to section 41 of the BC Human Rights Code, preference may be given to applicants of Aboriginal Ancestry.
Please self-identify.

Victoria Native Friendship Centre
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