



## Community Kitchen Coordinator

### Job Description

The Orangeville Food Bank is currently seeking an individual to fill the position of Community Kitchen Coordinator. The Kitchen Coordinator will create meals for patrons from seasonal produce donations and inventory overstock. The position will be 20 hours a week.

### RESPONSIBILITIES:

- Create an inclusive, welcoming and supportive environment within the kitchen.
- Collaborate with the Food Manager to develop new recipes based on available ingredients within the food bank
- Prepare and repurpose excess product including produce for redistribution to patrons
- Develop and maintain policies and procedures relating to food safety in accordance with Public Health and WHIMIS standards
- Organize workshops for community members to increase skill and expand food diversity knowledge
- Engage and oversee volunteers in the preparation of food.
- Carry out any other duties that may be assigned from time to time.

### QUALIFICATIONS / REQUIREMENTS:

- Demonstrated skill preparing diverse foods and a passion for cooking.
- Valid Safe Food Handling Certificate
- An understanding of the challenges faced by people experiencing marginalization and poverty.
- Ability to work & communicate effectively in a team.
- Effective organizational, planning and time management skills to manage multiple demands.
- A sense of humour is welcomed
- Food transformation (canning and preserving etc.) is an asset

### WORKING CONDITIONS:

This position works in a commercial kitchen with in a Food Bank beside a busy warehouse.

This is a physically demanding job. There is standing, bending, and stretching; entering walk-in fridges and freezers for short periods of time; and a requirement to lift up to 50 lbs.

<b>Compensation:</b> \$18.00 - \$20.00 per hour	<b>Location:</b> Orangeville Food Bank – 3 Commerce Road
<b>Term:</b> 1 Year Contract	<b>Hours:</b> 20 hours a week with occasional evenings or weekends

We are looking forward to receiving applications from people who identify as women, non-binary, racialized, visible minorities, people with disabilities, 2SLGBTQ+ and Aboriginal and/or Indigenous Peoples

**How to apply:** Submit a resume and cover letter before 5:00 pm Friday June 17, 2022 addressed to: Heather Hayes, Executive Director, Orangeville Food Bank [heather@orangevillefoodbank.org](mailto:heather@orangevillefoodbank.org)