Kitchen Coordinator
Job Opportunity

Who we are:
iHuman Youth Society ("iHuman") is a non-profit organization operating since 1997 whose mission is to serve marginalized youth; promoting their inclusion in the community through crisis intervention, arts, mentorship, and life skills development programming.

iHuman embraces everyone. From cultivating a culture where all employees can bring their best selves to work to deploying diverse initiatives that support our youth, we're doing what it takes to build a more equitable workplace and world. Our name comes from an Inuit term identifying the symbiotic relationship of the individual within the collective community; 'one for all and all for one'.

What we can offer you:
Working at iHuman, you will work in a creative work environment to impact vulnerable and marginalized youth positively. We work within the values listed on our website: https://ihuman.org/careers.

About the Role:
Reporting to the Executive Director, the Kitchen Coordinator is responsible for preparing hot and nutritious meals for our community youth. This position requires Food Safety certification and the ability to meet the ever-changing requirements of the youth served.

We are recruiting a temporary position for up to 6 months with a possibility of extension.

What you would do:
- Prepare a hot meal or sandwiches daily in accordance to AHS guidelines and standards
- Portion cooked food in 750 ml containers, ensuring portion sizes range between 8 to 8.5 ounces
- Label containers with expiry date, which should be within 72 hours of food preparation
- Rotate use of all food items, packaged, canned or fresh according to expiry dates
- Prepare hot and cold beverages
- Provide logistical and event support as needed for food programming or event activities
- Maintain consistent, effective, and clear communication with the Kitchen Coordinator, document noteworthy incidents if required
- Ensure cleanliness of the kitchen and its environment, counter tops, utensils, tools and floors etc. and sanitize as required
- Consult with iSucceed Youth Navigators, and other programs when necessary regarding food needs
- Other duties as assigned

Qualifications:
- Current Food Safety Certification
- Minimum 2 years ' experience preparing large quantities of hot meals
- Effective verbal and written communication skills

- Education related to food preparation is an asset
- Experience working with high-risk youth is an asset
- A clear criminal record check and vulnerable sector check

Hourly Wage: $17-$19/hour

To Apply:
Please send a cover letter and resume in one document (Word doc or PDF) to the iHuman HR Consultant, at violet@ihuman.org. Please include the “Kitchen Coordinator” in the subject line of the email. The position will remain open until a suitable candidate is found.

We appreciate your interest. Only candidates selected for an interview will be contacted.