

Neighbour to Neighbour (N2N) is hiring a Community Chef to lead food access programs at the Hamilton Community Food Centre. The Community Chef is passionate about good food, and food security for all. They know about the power of food: from supporting the health and social well-being of people, to building social ties, to supporting local farmers. The community chef will be a great cook whose food models the principle that healthy food is delicious food. They will possess strong leadership skills balanced with an ability to create a supportive and diverse team environment in the kitchen.

The Hamilton Community Food Centre is a programming space focused on growing, cooking, and sharing healthy food. Our work focuses on community engagement, education, and social justice. The Chef is responsible for implementing several weekly meal programs, running an affordable produce market, as well as ordering, inventory, and maintenance of the commercial kitchen.

Reporting to the Manager of Food Access and Skills, the Community Chef is a valued member of the Neighbour to Neighbour team. They plan, organize, and implement quality programs in a consultative, and team-oriented style. Team members include Food Skills Staff, Garden Coordinator and Community Action Coordinator. It is a full time salaried position. The Hamilton Community Food Centre is in partnership with Community Food Centres Canada.

Major Responsibilities:

1. Meal and Affordable Market Programs
2. Kitchen Oversight and Maintenance
3. Volunteer Management
4. Tracking of Program Metrics, Statistics, and Impact
5. Partnership Management and Community Outreach

1. Meal and Market Programs

- a) Plan menus for and cook meals that are delicious, nutritious, and that incorporate culturally varied recipes and ingredients. Value community input.
- b) Source and order weekly ingredients for all programs, including the weekly Affordable Produce markets. Collaborate with team members to share food resources and minimize waste.
- c) Maintain purchasing relationships with local farmers and other suppliers and foster new relationships, when appropriate, with local producers.
- d) Track purchasing, manage inventory and oversee meal and market food programs budgets economically.
- e) Support other cooking and nutrition outreach and education. Lead accessible and relevant cooking workshops for the public.

2. Kitchen Oversight and Maintenance

- a) Ensure a high standard of safety, organization and cleanliness in the kitchen space.
- b) Oversee maintenance of equipment and resources in the kitchen. Schedule maintenance that is done in-house and that is hired-out.
- c) Liaise with other programs staff, partner organizations and other users of the kitchen space to ensure that all standards and best practices are shared and adhered to.
- d) Keep up-to-date inventory of supplies and source and order new supplies when needed.

3. Volunteer Management

- a) Train, mentor and supervise volunteers and temporary contract staff in kitchen safety and cooking skills.
- b) Oversee a team of volunteers in the preparation and delivery of meal and market programs. Incorporate volunteer and participant ideas into meal planning.
- c) Manage the supports and processes necessary to maintain a welcoming, safe, productive and community focused environment

4. Tracking of Program Metrics, Statistics, and Impact

- a) Keep records of program participation and be able to report on program costs
- b) Consider program evaluation and feedback in program development and planning
- c) Contribute stories of impact based on your experiences with program participants

5. Partnership Management and Community Outreach

- a) Manage relationships with community partner organizations
- b) Promote programs and provide a welcoming, safe space for community members.
- c) Promote health and safety in the workplace.

Qualifications and Experience:

Food Handler Certificate

Experience as a chef or cook; lived experience is valued.

Demonstrated ability to plan, prepare and deliver healthy meals for 100-150 people at one time.

Familiar with volunteer and/or staff management

Experience working with diverse and under-resourced communities

Access to a vehicle is an asset for sourcing supplies.

Diploma or degree in related field of study (culinary, nutrition, dietetics, etc.) an asset but not mandatory.

Experience with budgeting, sourcing food and other resources, working with suppliers, and managing inventory.

Experience with community/social services sector through work or volunteer experience and asset.

Knowledge and Skills:

- Creative, solutions-focused, flexible, team player.
- Positive attitude
- Exceptional interpersonal and communication skills, both written and oral.

- Self-starter, detail-oriented, punctual, consistent.
- Demonstrate excellent work habits, priority setting and problem solving skills and the ability to multi-task to ensure day-to-day operations are handled effectively
- Able to work sensitively and with healthy boundaries with people of diverse backgrounds, including those who experience poverty and oppression.
- Availability to work one evening and one weekend day per week.
- Ability to inspire and motivate others
- Passionate about food issues, social justice and good food principles.
- Knowledge of or a resident of Hamilton and/or the Rolston Neighbourhood an asset
- Ability to speak a language relevant to the neighbourhood (e.g. Spanish, Arabic, Kurdish, Urdu) an asset.

Position Details

Position type: full time, permanent

Hours: 35 hours/week

Start Date: end of January 2020

Send resumes to kvanluven@sympatico.ca or through the Charity Village posting and site. Application deadline is January 22, 2021. While we appreciate all applications, only those selected for interviews will be contacted.