

Community Food Intern – Food Skills Neighbour to Neighbour Centre, Hamilton, ON

Neighbour to Neighbour (N2N) is looking for energetic community food interns to join our team working to lead our community to an improved quality of life. This position description outlines the responsibilities of the **Community Food Intern – Food Skills** job.

N2N is a community hub providing diverse, essential programs and services to our community during COVID-19. Interns will work with our staff, volunteers, and community partners at our two locations – the N2N Main Centre and the Hamilton Community Food Centre. Both are located on the West mountain in Hamilton.

N2N runs a community meal program and a weekly low-cost produce market. These programs are intended to provide essential foods in a dignified manner which focuses on the positives of good food and self-determination of participants. We strive to deliver food which meets or exceeds our Good Food Vision in an environment that uplifts everyone and follows our Safe(r) Space Policy.

N2N also runs community kitchen programming including Intercultural Community Kitchens, a low-cost café, and a Youth Community Kitchen focused on building strong relationships to food, knowledge about the food system, and community connection. Due to the COVID-19 pandemic, in-person community kitchens and other programming have been altered to ensure safety, including moving to online programming. In-person community meals, market, and café are still operating on a take-out basis.

We are seeking an intern to assist with and develop these programs as we continue to adjust in response to COVID-19 measures and community needs.

POSITION DETAILS

NOTE: Positions are dependent on confirmation of Service Canada, Canada Summer Jobs funding

- Position term: 270 hours
- Employment start date: May 17th
- Hours of work: 30 hours/week for 9 weeks
- Schedule: Varied. Some weekend or evening work is required.
- Wage rate per hour: \$15.00

ELIGIBILITY NOTES

These positions available pending funding through Service Canada, Canada Summer Jobs, which requires that all students:

- Can complete the full hours before July 16th, 2021
- Are between 15 and 30 years of age;
- Are Canadian citizens, permanent residents, or have official refugee protection status under the Immigration and Refugee Protection Act; and
- Are legally entitled to work in Canada, according to relevant provincial/territorial legislation and regulations

RESPONSIBILITIES

Under the direction of the Community Chef and the Community Food Skills Coordinator the Food Skills intern's responsibilities will be to:

- Assist with and help develop ongoing community kitchen programs within current and future restrictions, including engaging with community members and developing new programming that meets needs during and post pandemic
- Assist with delivery of community kitchen, café, and workshop programs as needed
- Assist with record keeping and other program evaluations tasks
- Assist in the preparation of meals while adhering to guidelines for safe food handling
- Assist in the cleaning, maintenance, and safety measures for kitchen equipment
- Distribution of meals to participants and communicating necessary dietary information
- Share and accept feedback on meals with community participants to ensure quality

Additional responsibilities may also include:

- Developing, organizing, and facilitating programs focused on community development, food education, and food justice for a diversity of groups
- Collaborating with community partners
- Creating and updating resources and programs such as handouts and manuals
- Promoting our work by developing and sharing outreach materials through social media
- Promoting justice and dignity through food programs
- Other duties as required

QUALIFICATIONS

- Some experience with and interest in cooking
- Some experience with food justice work
- Strong communication and organizational skills
- Experience developing and facilitating workshops or other educational programming
- Ability to work independently
- Strong problem solving and analytical skills
- Computer literacy in common office applications (e.g. Word, Excel, PowerPoint, Excel)
- Excellent interpersonal skills
- Experience working in a fast-paced environment
- Experience working with diverse communities (people of different ages, abilities, backgrounds, and incomes) in a sensitive manner

ASSETS (ideal but not required)

- Experience working with volunteers and community members in a leadership capacity
- Knowledge of, lived experience of, and/or commitment to issues of hunger, poverty, social justice
- Ability to speak a language relevant to the neighbourhood (e.g. Spanish, Arabic, or Kurdish)
- Access to a reliable car or bicycle
- Attention to detail and task oriented
- Valid First Aid certificate and Safe Food Handlers certificate

To apply for this position, please send your cover letter including the job title, description of interest in community food, and summary of skills as well as your resume via email to resumes@n2ncentre.com. Please put "**Community Food Intern – Food Skills application**" in the subject header. No generic applications will be considered.

All applications must be received by **Monday, May 10th, 2020**.

Neighbour to Neighbour Centre is committed to employment equity and encourages applicants from equity seeking groups. We regret that only those applicants being considered will be contacted.

Employer's Message on COVID-19

Neighbour 2 Neighbour is providing essential services to our community during the COVID-19 pandemic. We adhere to all Provincial orders to protect the health and safety of staff, volunteers and participants/clients.