
Position Title: Cook – Part Time

Department: Community Development and Food Security

Location: 40 Teesdale Place, Scarborough, ON

Warden Woods Community Centre

Warden Woods is nonprofit charitable organization that has been in operation for over 50 years, with a mission to build caring, compassionate, just, and interdependent communities in southwest Scarborough.

Warden Woods offers early years and daycare programs, youth drop-in, meal programs and shelter services, seniors supports and more to meet the needs and interests of our diverse community.

Position Summary

Reporting to the Manager, Community Development and Food Security, the Cook is responsible for planning, preparing, and serving meals to enhance the quality of life and personal wellness of our clients.

Job Responsibilities

- Prepare and cook complete meals or individual dishes and foods that are appealing, tasty, nutritious, and considerate of the diversity of community
- Pack takeout meals and meals for dining in for clients
- Plan meal and snack menus in accordance with the Canada Food Guide and with knowledge of the needs of people living in poverty
- Sanitize and clean workstations and utensils after each meal
- Maintain inventory and records of food, supplies and equipment
- Store all food properly and ensure proper food handling practices by both staff and volunteers in relation to program activities (preparing, serving, packing, etc.)
- Monitor use of food to reduce waste
- Conduct housekeeping tasks necessary to maintain the kitchen in an organized, clean, safe and hygienic condition at all times
- Promote sharing food together to build and contribute to a caring community

Qualifications:

- 2-3 years' demonstrated experience as a Cook in a commercial or community kitchen
- Must have Food Handler Certification
- Hands-on experience applying food safety standards and practices in a food service environment

- Ability to use common kitchen equipment and appliances safely
- Demonstrated experience with menu planning, food ordering and integrating donated food items with purchased items are definite assets
- Physically able to stand for extended time and move throughout the length of a shift; able to bend and kneel as required, carry items, lift items and pull from shelves of varying heights, able to lift 25 pounds or more. This is a physically demanding role.
- Able to read and write in English
- Commitment to quality and ability to check that all food items are safe and appropriate for consumption.
- Able to work in a fast-paced environment
- Experience supervising volunteers is a definite asset
- Availability to work evenings and weekends as required by program or agency activities (from time to time as required)
- Must be legally entitled to work in Canada

Compensation and Hours of Work:

- \$15.81 per hour
- 12 hours per week required

Application

WWCC is an equal opportunity employer committed to gender equality and social inclusion in our workplace. All qualified applications will receive consideration without regard to sex, gender identity, gender expression, sexual orientation, race, ethnic origin, colour, religion, nationality, disability, age, or any other characteristic protected by applicable law. We encourage all qualified persons to apply, particularly Indigenous peoples, persons with disabilities, ethnic minorities, visible minorities, and others who share our values and contribute to fostering an inclusive and diverse workplace. Please notify us as soon as possible of any adaptive measures you might require at any stage of the recruitment process.

A criminal background check to be completed upon hire.

Please send resume and cover letter via e-mail only to: careers@wardenwoods.com with the subject heading: **'Cook** in the subject line, **no later than January 16th, 2023**.

While we thank all who apply, only those selected for interviews will be contacted.