

# WORKING FOR CHANGE

A HOME, A JOB, A FRIEND AND SOCIAL CHANGE

## **Out of This World Café & Catering Kitchen Coordinator**

**Title:** Kitchen Coordinator

**Compensation:** \$19.50 / hour

**Hours of Work:** Normally 8am – 2pm with a half hour lunch break. There may be some variation with hours and locations due to business requirements.

**Working for Change** is a grassroots Social Justice organization that believes strongly in the wisdom, value and skills of people with lived experience of mental health, addiction, homelessness, trauma, newcomer/refugee challenges, and many other barriers.

Working for Change serves as the umbrella organization for several social enterprises - businesses that create training and employment opportunities for low-income and marginalized individuals. We operate using business principles while focussing on the social impact of employment. By selling goods and services we invest the money we make back into our business and programming, allowing us to tackle social issues, improve people's lives, and support communities. We also advocate for social change, offer leadership and pre-employment training programs, and run a speakers' bureau.

**We are seeking a Kitchen Coordinator** to assist the operations of the Out of This World College Café & Catering, a food services social enterprise that employs people with lived experience of mental health challenges; substance use issues; homelessness; gendered violence; and / or refugee challenges. The kitchen is located within the Centre for Addiction and Mental Health (CAMH) at the 250 College St location.

### **Requirements:**

- You must be fully vaccinated (2 weeks since your second dose) against COVID-19 to be considered for the position.
- Lived experience and applied understanding of mental health challenges; substance use issues; homelessness; gendered violence; and / or refugee challenges.

### **Responsibilities:**

- Coordinate and participate in the preparation of high quality food;
- Monitor other staff for quality control of food and preparation techniques;
- Ensure timely delivery of catering orders;
- Interact with customers in a positive and professional manner;
- Create daily specials in conjunction with the manager;
- Coordinate and participate in cleaning duties throughout the day;
- Assist Manager in placing food & supplies orders;
- Assist Manager in creating menus for catering customers;
- Develop and apply food costing skills in conjunction with the manager;
- Ensure smooth business operations during manager vacations or absences;
- Provide training and support for staff with lived experience;
- Maintain team-oriented, positive and professional relationships with staff;
- Ensure business compliance with municipal regulations for Food Safety and workplace Health and Safety;
- Other related duties as assigned.

### **Qualifications:**

- 5+ years' experience in food service;
- Lived experience and applied understanding of survivorhood, its challenges and opportunities;
- Current Food Safety Certification (or willing to obtain);

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- Excellent communication skills;
- Time-management, organizational, administrative and problem-solving skills;
- Formal culinary training/post-secondary education or equivalent experience an asset;
- Knowledge of Microsoft Office / computer skills an asset;
- Driver's license an asset.

To apply, please email or mail resumes to:

Matthew Neill

Director of Food Services

[matthew@workingforchange.ca](mailto:matthew@workingforchange.ca)

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