



NE-CHEE FRIENDSHIP CENTRE

Requires a

Cook/Life Skills Coach

Full Time Position

The Ne-Chee Friendship Centre requires a highly skilled individual for the position of Cook/Life Skills Coach who will be responsible for nutritious meal planning, food preparation, kitchen and dining room maintenance, and maintaining health and safety standards through life skills coaching. This is a position under the direct supervision of the Bail Residency Manager and to the policies and directions as determined by the Board of Directors of the Friendship Centre.

Responsibilities

Life Skills Coaching to residents of the Bail Residency Program in the following:

- Planning and preparing nutritional, tasty and cost-effective meals
- Maintaining hygiene and health and safety standards as required by legislation
- Organizing and maintaining food inventories
- Communicate with residents/staff with regards to nutrition, possible food allergies and or specific food needs
- Working effectively in cooperation with residents and staff

Qualifications

- Post-secondary certificate/diploma in Food Preparation, Hotel and Food Management, or equivalent training and experience
- Life Skills Coach Training – preferably Life Skills Certification
- Safe Food Handling, WHMIS & First Aid/CPR Certification a definite asset
- Excellent communication skills and strong organizational skills
- Ability to work cooperatively in a team-oriented environment
- Appreciation of diversity issues and demonstrated experience cooking food from a variety of cultures

Comprehensive benefit package including a pension plan

*** Current Vulnerable Persons Check will be required upon offer of employment**

****References will be required if contacted for an interview**

DEADLINE: OPEN till filled

Please submit your **resume** along with a **cover letter** to: Ne-Chee Friendship Centre – **ATTENTION: Steve Carnegie, Bail Residency Manager** - P.O. Box 241, 326 2nd Street South, Kenora, ON P9N 3X3 Fax: (807) 468-5340 E-Mail: brp@nechee.org

We wish to thank all applicants, however, only those selected for an interview will be acknowledged.