



# SOUTH VANCOUVER NEIGHBOURHOOD HOUSE

6470 Victoria Dr., Vancouver, BC V5P 3X7 t: 604-324-6212 f: 604-324-6116 website: [www.southvan.org](http://www.southvan.org)

Welcome Bienvenue 歡迎 Chào mừng Quý Vị ਜਮਾਇਆ ਨੂੰ Bienvenidos

## Community Lunch Programmer Internal/External Job Posting

### Job Overview:

The Community Lunch Programmer will work collaboratively with the SVNH Seniors and Food program team under the leadership of the Community Food Programmer. The position plays a key role in implementing and evaluating the weekly Thursday Community Lunch program. The incumbent's primary function is to prepare and cook a healthy and nutritious meal on a weekly basis for community members. The program aims to assist individuals to maintain or improve their health by supplementing their present diet with nourishing meals. The program also supports those who are at risk or being isolated and contributes to building healthy and engaged neighbourhoods in South Vancouver by connecting people

### Specific areas of responsibility include:

- Develop a monthly menu and meal plan that is in keeping with the principles of a Good Food Organization
- Shopping, meal preparation, program set up, clean up, and cooking a weekly healthy meal for 30-40 people of diverse cultural backgrounds and ages
- Operation and maintenance of kitchen/cookery
- Adhere to the Ministry of Health regulations pertaining to food handling
- Practice FoodSafe knowledge and skills
- Practice good leadership and communication skills
- Assist in program administration, monitoring outcomes, and maintaining statistics and expense records
- Assist in recruiting, hiring, orienting, coaching, and supervising volunteers

### Qualifications and Skills

- Relevant training or education related to food services, food security, land and food systems, agriculture, or human services
- Knowledge and understanding of food services, food security, community development, and understanding of capacity building and strength-based approaches
- Physical ability to carry out the functions of the position
- Proven ability to work independently, plan menus and implement a community meal program, and supervise volunteers
- Excellent written and verbal communication skills and ability to use computers
- Cross-cultural communication, understanding, and experience
- Ability to adapt or change priorities according to the changing situation within the organization
- Knowledge of the South Vancouver area is desired
- Criminal record search required
- Valid First Aid/CPR and FoodSafe Certificates

Salary: \$18.80/hour, 7 hours/ week 5 hours every Thursday 9:00AM-2:00PM plus 2 hours for shopping (completed 1-2 days in advance) and planning menus

Posting Closing date: December 8, 2017 Position start date: December 14, 2017

Please send covering letter and resume to the Community Food Programmer at the South Vancouver Neighbourhood House, 6470 Victoria Drive, Vancouver, BC, V5P 3X7, Fax: 604-324-6116 or Email:

[foodandliteracy@southvan.org](mailto:foodandliteracy@southvan.org)

For a complete job description email [foodandliteracy@southvan.org](mailto:foodandliteracy@southvan.org)

*Association of Neighbourhood Houses and South Vancouver Neighbourhood House are equal opportunity employers. Only successful candidates will be contacted.*



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