

Kitchen Supervisor Posting – KTS#21-003

About DEWC

The Downtown Eastside Women's Centre has existed since 1978 to support and empower women and children living in extreme poverty in the Downtown Eastside of Vancouver. High levels of violence, homelessness, addictions and poverty characterize this community where women and children are particularly vulnerable to exploitation, injustice and injury. Through the Drop-In Centre and Emergency Night Shelter, we provide practical support to over 500 women and children daily to survive the conditions of ill health and violence that surround them. We work to provide security, basic needs and support to encourage women to make long-term changes by identifying and removing barriers to full participation in the larger community.

The Opportunity

Reporting to the Kitchen Manager, the Kitchen Services Supervisor is responsible for overseeing the Kitchen program through effectively planning, coordinating, scheduling, supervising, and directing the Kitchen program employees. She will ensure that food services meet the funding contract requirements as well as the philosophy, mission and mandate of the Downtown Eastside Women's Centre. The Kitchen Supervisor, under the direction of the Drop-In Program Manager, is responsible for a range of human resources matters including acting in the absence of the Program Manager handling emergent and routine issues. She will work collaboratively with Drop-In Program Manager, Kitchen staff, and volunteers to ensure the smooth operation of the program.

About You

- ✓ You have a minimum of 3 years related experience working with low-income women, at least 2 years in a women serving or inner-city drop-in environment
- ✓ You have proven supervisory experience in a preferably within a unionized environment.
- ✓ You will promote and articulate the mission, mandate, philosophy, and values of the Downtown Eastside Women's Centre and create positive relations with all stakeholders necessary in order to support DEWC objectives
- ✓ You are knowledgeable of the issues impacting women in the dtes, including gender based violence, mental health, homelessness, and addictions with an understanding of trauma-informed care responses. You work from a feminist analysis and within an anti-oppression framework
- ✓ You have experience working in a busy, chaotic, high turnover kitchen
- ✓ You have understanding of "health through nutrition"
- ✓ You can remain calm and focused while working within a chaotic and crises environment
- ✓ You have strong conflict resolution skills and practice
- ✓ You have demonstrated crises intervention training and experience
- ✓ You have excellent communication skills required, including the ability to work in a respectful and cooperative manner with co-workers, and centre members
- ✓ You have or will obtain a First-Aid, Red Seal, and Food Safe II or higher certifications

Benefits of Joining the DEWC Team

Healthcare: Extended health includes dental, vision, prescription medications, select alternative therapies, EAP life insurance and long-term disability.

Vacation & Leave: You accumulate vacation at 6% in the first year and then 8% with the ability to carry over one week into the next year. We offer sick leave credit which can accumulate up to 30 weeks. Access to other special leaves to handle family or personal situations

For your Retirement: Enrolled in the Municipal Pension Plan with a matching contribution from DEWC.

Other perks: An employee loan program; Regular staff development days; First crack at open positions; Training and facilitation opportunities

POSITION DETAILS:

- Start Date: ASAP / Permanent– Full-time, 70hrs Bi-weekly, Sunday-Thursday, Flex Sunday Schedule– 11:00am to 7:30pm
- Excluded Position - Salary - \$30 per hour + generous health and welfare benefits
- Location – 302 Columbia St.
- Posting Closing Date: January 05, 2022 at 5:00pm

Submit cover letter and resume to: **Kitchen Supervisor Hiring Committee ID KTS#21-003**

Via email KitchenManager@dewc.ca

For full job description visit: www.dewc.ca/career

Indigenous women and women of colour are strongly encouraged to apply / Additional languages spoken an asset.

****While we thank all applicants for their interests, only shortlisted candidates will be contacted****