



# fred victor

Helping people rebuild their lives

## INTERNAL/EXTERNAL

<b>Job Title:</b>	First Cook – Food Services
<b>Position Type:</b>	Bargaining Unit, Permanent, Full-Time
<b>Number of Positions:</b>	2
<b>Rate:</b>	\$20.77 per hour
<b>Vacation:</b>	4 weeks to start
<b>Benefits:</b>	Group benefits with Life Insurance, AD&D, Extended Health and Dental Care with premiums 100% paid by the employer, LTD with premiums 100% paid by employees; paid sick leave and float day
<b>RRSP:</b>	RRSP with 6.5% employer contribution and 4% employee contribution after successful completion of probation
<b>Hours:</b>	37.5 (rotating schedule, includes evenings, weekends, and holidays)
<b>Supervisor:</b>	Senior Manager, Food Services
<b>Posting Date:</b>	July 5, 2024
<b>Application Deadline:</b>	July 16, 2024
<b>Location:</b>	145 Queen Street, Toronto, ON, M5A 1S1 and 40 Oak Street, Toronto, ON, M5A 2C6

### Why Fred Victor?

For 130 years, Fred Victor has been a leader in helping people rebuild their lives in Toronto. Our mission is to improve the health, income and housing stability of people experiencing poverty and homelessness. We are committed to ending homelessness, one person at a time.

The **Community Services (CS)** department at Fred Victor is a multi-service, multi-site structure that encompasses the 40 Oak Community HUB and community programs, Consumption and Treatment Services, Employment and Training Services, Drop-Ins and Warming and Keep Cool Programs, and Food Services. Additionally, it operates a social purpose enterprise with catering services and spearheads a significant peer training initiative that prioritizes the involvement of individuals with lived experience.

### Food Services consists of:

**Fred's Kitchen** is a Social Purpose Enterprise that provides training opportunities for people in the community and Peers experiencing substantial barriers to finding meaningful employment.

**Moss Park Meal Program** located at 145 Queen Street East, serves two free nutritious meals to the community five days a week.

**Regent Park Food Hub** offers impactful programs for the community to come together to cook, grow, share and advocate for quality food access. The Regent Park Food Hub includes a Community Meal Program, Food and Culinary Skills Training and opportunities for community food skills programming.

Fred Victor Centre is currently looking for a **First Cook**, Food Services. Under the direction of the Chef Manager, the First Cook is responsible for preparing food by cleaning, peeling, mincing, cutting, chopping mixing, portioning, and labeling. The First Cook prepares daily meals and light snacks using standard recipes. The First Cook makes good quality meals in accordance with pre-planned menus designed to meet nutritional needs, while monitoring food inventory and adhering to Fred Victor Food Services quality standards.

## **Does this sound like work you want to be a part of?**

We offer a collaborative environment, an opportunity to join a diverse team of caring professionals and a chance to make a difference. With over 60 programs and services and more than 21 sites, there are lots of opportunities to grow your career with us. Many members of the management team started in relief and front-line roles.

### **What You Will Do:**

- Safely and hygienically prepare food from its raw to cooked state while maintaining its nutritional content and palatability.
- Assist with external Fred's Kitchen catering.
- Support the meal program by serving food from a customer service framework, ensuring that service users receive their meals in a timely and respectful manner.
- Provide guidance and support to food service trainees in the kitchen.
- Ensure that food is cooked, prepared, stored, and served at proper temperatures as required.
- Plan and provide guidance to food service trainees for safe and orderly storage of food, promoting resourcefulness.
- Ensure that the kitchen is clean and organized, providing guidance and support to food service trainees in maintaining cleanliness and organization.
- Maintain a comprehensive knowledge of all recipes.
- Assist in ensuring appropriate portion sizes are prepared and served.
- Check food deliveries for quantity and quality standards.
- Follow proper procedures for opening and closing the kitchen, providing guidance and support to food service trainees.
- Report any equipment that needs repairs to the Senior Manager and/or Chef Manager.
- Attends staff meetings as required.
- Performs other related work as assigned.

### **What You Bring to the Team:**

- Experience in food handling and cooking for large groups in a community setting.
- Graduate of a 2-year college cooking program from a recognized institution and/or the equivalent combination of education and/or experience.
- Food Handlers Certificate an asset.

### **What Sets You Apart:**

- Ability to maintain effective working relationships with staff and clients.
- Ability to communicate effectively both orally and in writing.
- Ability to perform various cleaning/sterilizing and sanitation responsibilities.
- Fundamental knowledge of Canada's Guideline for Healthy Living and Food Premises Regulations.

### **Compensation and Benefits:**

- For the First Cook, Fred Victor offers an hourly rate of \$20.77
- 4 weeks of vacation to start + 1 float day.
- Generous paid sick leave allowance.
- A comprehensive Dental, Extended Health and LTD group benefits package includes individual and family coverage, including prescriptions, hospital accommodation, hearing care, paramedical practitioners and a wide variety of dental care. Additional insurance includes vision care and travel for emergency medical services.
- 6.5 % of your gross salary will be contributed to a group RRSP on your behalf after successful completion of probation; you will contribute 4% of your gross salary to the same RRSP.
- Access to employee and family assistance plan.

### **How You Can Apply**

Send your resume and an email describing why you want to be part of the Fred Victor Team by July 16, 2024 to [foodserviceshiring@fredvictor.org](mailto:foodserviceshiring@fredvictor.org) with "First Cook" in the subject line.

A Police Record Check is required by the final candidate prior to hiring.

**Accessibility & Accommodation**

Fred Victor is committed to fostering an inclusive and accessible environment where employees feel valued and respected, and where every employee has the opportunity to realize their potential. As such, we welcome and encourage applicants who identify as racialized persons, Indigenous persons, persons with disabilities, and persons across the spectrum of sexual orientation and gender identities and have lived-experience.

If you are a person with a disability and require accommodation and/or assistance during the application process, please contact us in advance. We strive to provide reasonable accommodations whenever requested. Information received relating to accommodation requests will be treated with confidentiality.