



Job Title: Kid's Café Coordinator

Job Description: Experienced cook needed to operate our community kitchen. The Kid's Café Cook is responsible for planning, preparing and serving three nutritious meals weekly for children, teens, and community members. The Kid's Café Cook handles online ordering, grocery shopping, reporting for Second Harvest, and maintains order and cleanliness of our kitchen and pantry areas.

Responsibilities:

- Executes and maintains economical, efficient and nutritious food service for 55-70 youth 3 evenings per week.
- Coordinates all Kid's Café meals including shopping, menu planning, cooking and clean up.
- Prepares meals for community and fundraising events 2-3 times per year.
- Monitors and ensures safety and sanitary regulations are observed at all times.
- Uses creativity and innovation in program development and service delivery.
- Assists with opening and closing procedures every day, including kitchen set up and clean up.
- Completes all monthly and quarterly Kid's Café reporting.
- Participates effectively as a team member through communication, cooperation, collaboration and problem solving.
- Serves as a positive role model for elementary, middle and high school youth.
- Participates in staff meetings and training as required.
- Holds a ServSafe Manager Certification or the ability to obtain certification within 30 days of hire.

Desired Qualifications:

- Institutional or restaurant experience, as well as a good working knowledge of food production standards including sanitation and safety standards.
- At least 21 years of age with a clean driving record in order to drive our 15 passenger vans.
- The ability to work independently and maintain self-sufficiency.
- Ability to be flexible and work as part of a fast-paced afterschool team.
- Excellent interpersonal skills, flexibility, and willingness to shift priorities as necessary.
- An understanding of anti-racist and culturally competent practices.

Hours: 18-22 hours per week

- Monday, Wednesday, Friday 12:00-6:00pm during the school year.
- 8 week summer camp with flexible hours between 7:30am-2:00pm
- Additional hours available for community events.

Compensation: \$16/hour

Application Deadline: interviews conducted on a rolling basis. Please send a resume or work history to tomq@veracourt.org.