



Growing Chefs! is growing!

Do you want to support healthy, sustainable and just food practices and systems? Improve the health and nutrition of kids and youth? Make local, sustainable food accessible? Connect communities through food? If yes, then this might be the place for you!

What we offer:

- A supportive, collaborative, fun work environment
- Opportunity to develop, expand your skills
- A chance to make a difference in the food system

We are currently looking for a Chef Educator to join our Victoria team.

In this key casual support role, the Chef Educator will be responsible for ensuring the *Growing Chefs! Classroom Gardening and Cooking Program* runs smoothly and to help us recruit, train, and support our chef volunteers in Victoria.

The Chef Educator will be responsible for ensuring the successful completion of tasks from the job description below under the direction of the *Growing Chefs!* Program Manager. The Chef Educator will maintain an accurate record of hours worked and tasks undertaken and submit the record to the Society semi-monthly.

This position will require travel throughout Victoria to our participating elementary schools.

AVAILABILITY

Availability for this role is key. From April 1st to June 30th, applicants need to be available during program hours, which are 9:30 am to 12:30 pm weekdays (exact days to be determined/negotiable). The Chef Educator will join a different *Growing Chefs!* volunteer team each day during the program to support the volunteers/teachers and assist with the lesson. Please reconsider applying if you are not available during this time.



TIMING AND COMPENSATION

This position is a casual position at approximately 8 hours/week—work schedule will vary depending on the needs of designated schools. Compensation for this role is \$20/hr.

TERM

This is a seasonal fixed term contract position available from February 24th to July 13th.

APPLICATION DETAILS

The close date for this position is January 10th, however, we will be conducting interviews as applications come in, so please don't wait to submit. The position may be filled before the closing date.

Please submit your cover letter and resume to hr@growingchefs.ca as one single PDF document outlining your experience and fit for the role, as well as confirming your availability from 9:30 am to 12:30 pm during April 1-June 26th. Please quote "Growing Chefs! Chef Educator" in the subject line.

Responsibilities Include:

- Implement volunteer recruitment plans and assist Victoria Program Assistant with volunteer recruitment, including finding specialized volunteers, such as chefs, in targeted geographical areas.
- Assist Victoria Program Assistant with volunteer scheduling, including but not limited to answering volunteer inquiries, collecting volunteer contact information/registrations, collecting volunteer expense forms and receipts, calling volunteer candidates and volunteer references, and organizing volunteer and teacher data.
- Assist Victoria Program Assistant with volunteer and teacher training, development of volunteer and teacher resources, and set-up and delivery of volunteer and teacher orientation sessions.
- Act as a liaison point of contact between the *Growing Chefs!* volunteers and the *Growing Chefs!* Program Manager.
- Provide assistance and support to volunteer teams in planning, troubleshooting, and delivering the *Growing Chefs!* Lessons.



- Provide guidance to volunteer teams with regards to food preparation and portioning, ensure proper FoodSafe practices are followed, and address any other culinary related inquiries.
- Provide ongoing program support/communications to volunteers as needed, such as providing assistance on how to retain students' attention, upcoming lesson details and activities, and other resources that might help them in their volunteer role.
- Join teams in the classroom during the program to monitor and support the volunteers/teachers and participate in the lesson.
- Assist with monitoring the successful delivery of the program and report and help manage any problems or challenges experienced by volunteer teams.
- Communicate regularly with volunteer teams to address concerns before they escalate.
- Help with the coordination, set up, delivery, maintenance, care, and cleaning of program equipment.
- Help with the coordination of volunteer appreciation events and volunteer recognition activities.
- Increase awareness of *Growing Chefs!* within Victoria and in each of the participating schools.
- Perform other duties, as needed.

Victoria Community Outreach:

- Working with the Program Manager and the Victoria Program Assistant, participate in and coordinate *Growing Chefs!* community outreach workshops and community events.
- Attend community outreach events and host *Growing Chefs!* outreach tables and festival booths as approved by the Program Manager.
- Perform other duties as required.

Fundraising/Communications:

- Help promote the *Growing Chefs!* program to local media, supporters, and interested businesses and community members.

The ideal candidate will possess:



- FoodSafe certification
- Experience working as a chef in the culinary industry
- Existing connections in the restaurant, food, and agricultural industry
- Experience working with children and youth in an educational environment, specifically with classroom management, culinary/nutritional education, and delivering hands-on learning.
- Experience managing/working with frontline volunteers or program staff
- A passion for supporting local and urban agriculture and healthy food systems
- Administrative or frontline experience working with a registered charity or non-profit organization
- Strong relationship building and interpersonal skills
- Excellent oral and written communications skills
- Ability to work independently and to prioritize duties
- Flexible and teamwork oriented
- Valid B.C. driver's license and access to a vehicle

Additional skills an asset:

- Experience hosting event booths at community outreach events
- Driver's License
- Agricultural or educational background and knowledge

References and a criminal record check related to working with children will be required. We thank all applicants who apply. Only those selected for further consideration will be contacted.