

**Full Time Cook for Licensed Child Care  
(Prince of Wales Elementary School)**

May 4, 2023

Competition # 23-16 ELCCFTCOOK

As a leading provider of quality programs for children and youth, we offer experiences that are affordable and accessible, with a focus on learning and skill development. We are proud of our history of leveling the playing field and providing opportunities for young people to discover, develop, and achieve their full potential.

**Key Responsibilities:**

- Manage all meals, snacks and kitchen
- Participate in menu planning, adhere to Canada's Food Guide, and incorporate dietary restrictions/requests of all participants
- Ensure compliance with all Public Health regulations and guidelines and inspection recommendations
- Be a primary contact, along with the appropriate Supervisor, for Public Health communication and inspections
- Prepare, cook and serve the menus, ensuring that all foods are nutritious and appetizing in appearance/taste
- Determine portions/serving with the appropriate site employees and ensure both quantity and nutritional needs of primarily children/youth are consistently met
- Provide support to all staff for food and cooking experiences which may be expanded into classrooms or programs
- Prepare/serve special functions, as assigned
- Maintain stock and purchases/orders food and other non-food items required for normal operation, monitoring quantities and maximum utilization in accordance with the budget
- Ensure proper cleaning/sanitization of all dishes and cooking utensils including any/all surfaces in contact with food
- Clean and maintain kitchen including floors, counter, cupboards and appliances
- Maintain proper receipts and submits record of expenditures to the identified Supervisor

**The ideal candidate will:**

- A commitment to the Clubs mission, Vision and Core Values
- A passion to provide nutritional snacks and meals to support our youngest learners
- Standard First Aid and CPR-C and Safe Food Handlers
- Present an acceptable police Vulnerable Sector check
- Provide proof of full COVID-19 immunization
- Provide an in house medical with a clear TB test

*BGC Hamilton-Halton is a diverse and welcoming employer. We encourage applications from all qualified candidates. To learn more about BGC Hamilton-Halton please visit [www.bgchh.com](http://www.bgchh.com)*

**To apply please submit your cover letter and resume to:**  
[terri.lynn.ciach@bgchh.com](mailto:terri.lynn.ciach@bgchh.com) or [brooke.hyatt@bgchh.com](mailto:brooke.hyatt@bgchh.com)

*Please indicate if you require assistance and/or accommodation with the application process. Only those selected for an interview will be contacted.*

Starting Rate: \$18.50/hour

