



## **Food Skills Coordinator – Ref. No. 17020** **Community Health Centre**

**Who are we? *The Alex*. We are an award winning organization made up of change makers, forward thinkers and community builders. We are changing the conversation around Health and Social Care.**

The Alex knows that to build a community of healthy individuals we need to tackle complex social issues. Together with Community Food Centres Canada, we envision a community where everyone has the means and knowledge necessary to access good, healthy food in a dignified way, and the ability and opportunity to be heard on the food issues that affect them. We envision a robust, diverse economy that sustains farmers and the land, and a social consensus that food is a key determinant of health and public good. The Alex Community Food Centre addresses food insecurity, health and social isolation through a mix of educational and community programs with food at their core. Programs increase access to healthy food, build food skills, and engage the community in a welcoming space where people can grow, cook, share and advocate for good food for all. [www.thealexafc.ca](http://www.thealexafc.ca)

The Food Skills Coordinator will develop cooking programming at the new Alex Community Health Centre, working to build skills and knowledge around healthy meal preparation and nutrition. The ideal candidate is someone who is passionate about good food—and wants to contribute to ensuring that everyone has access to it. They will possess strong skills around cooking and nutrition, experience facilitating diverse groups of community members, and a desire to use food as a way to build community.

**The scope of work and responsibilities include, but are not limited to the following:**

### **Major Responsibilities:**

#### **Coordinate community food programming**

- Plan and implement community food programs for targeted participant groups, including kitchen coordination, food handling, cooking classes and nutrition education
- Cultivate communication, leadership, and food skills amongst program participants and volunteers
- Facilitate groups, building a safe and inclusive space for participants
- Create and update community food resources and programs such as handouts and manuals
- Create systems for health, safety and cleanliness in kitchen(s)

#### **Support food education**

- Support other program staff to develop gardening, cooking and nutrition skills
- Engage in demonstrations
- Advocate for healthy food in our community

#### **Participate as both a Community Food Centre & Community Health Centre team member**

- Attend staff meetings; trainings; agency functions as appropriate
- Role model professional behavior and positive communication with participants, volunteers and partners
- Promote culture of health and safety within our space
- Represent The Alex in the community
- Interview, screen and supervise assigned placement students
- Measure and evaluate program impact through support of data collection, reporting, and development activities such as grant writing and annual reporting
- Contribute to communications through outlets such as social media and website

**Knowledge, Skills and Abilities Requirements**

- Diploma in a related field of study (horticulture, culinary, nutrition, social work) an asset
- 3 years of experience with program development, group facilitation, community outreach; ideally around healthy food skills
- Experience working with volunteers and supervisory skills an asset
- Demonstrated ability to move people from knowledge to action; ability to inspire, teach and empower community members to engage in positive change
- Excellent group facilitation, interpersonal, communication and conflict resolution skills
- Demonstrated experience working with marginalized people and people of diverse cultures and abilities in a community-based setting

**Working Environment & Hours of Work**

- Flexible hours which will include weekdays, evenings and weekends
- Work hours will be spent at both The Alex Community Health Centre and at The Alex Community Food Centre locations

We offer a competitive salary and excellent benefits.

**Please submit your resume to: [jobs@thealex.ca](mailto:jobs@thealex.ca) and include the job title and reference number in the subject line.**

**Deadline to apply:** Until suitable candidate is found

*We thank all applicants; however, only those selected for an interview will be contacted. For further information about The Alex and its programs, we encourage you to visit our website at [www.thealex.ca](http://www.thealex.ca)*