



Indigenous Women's Healing Centre

NORTH STAR LODGE | MEMENGWAA PLACE | EAGLE WOMEN'S LODGE

Position Posting

Date of Posting November 6,2024, Date of Closing Open until filled

Position: **Practical Skills (cook)**

Position Description:

Under the supervision and direction of the Operations Manager and in accordance with Centre philosophy, standards and goals, the incumbent is responsible to supervise and coordinate food ordering and meal preparation and to do so in a manner that meets, to the extent possible, the nutritional needs and requirements of women and children in residence. The incumbent is expected to work within budget allocations for food and kitchen supplies, to maintain adequate storage of food and to keep an accurate inventory of food and supplies on hand. In addition, the incumbent is responsible to deliver the life skills program on a regular basis. The PSC works to establish trusting relationships with the residents based on mutual respect and, in the course of their duties, acts as role model and facilitator/teacher.

Qualification Required:

- Must have experience supervising staff/volunteers/residents in a commercial/residential kitchen.
- Extensive experience in the management and delivery of food services in a multi-family or similar setting.
- Demonstrated ability to pre-plan and organize the preparation of balanced meals and snacks for large numbers of people.
- Knowledge of nutritional requirements of women and children at different ages and stages of development.
- Ability to keep accurate records and inventory to ensure, to the extent possible, that actual expenditures for food and kitchen supplies are kept within the budget allocation.

P (204) 989-8240
TF 1 (888) 881-0710
F (204) 586-1101

North Star Lodge
105 Aikins Street
Winnipeg, MB R2W 4E6

Memengwaa Place
116 Robinson Street
Winnipeg, MB R2W 5N4

Eagle Women's Lodge
667 Ellice Avenue
Winnipeg, MB R3G 0A8



Indigenous Women's Healing Centre

NORTH STAR LODGE | MEMENGWAA PLACE | EAGLE WOMEN'S LODGE

- Thorough knowledge of suppliers/wholesale outlets and able to establish good working relations with contact persons.
- Aware of the impact and effects of trauma on the lives of women and children and be able to establish relationships with residents built on trust and genuine caring.
- Ability to work cooperatively with others and contribute as a team member.
- Knowledge of Indigenous culture and customs.
- Food Handler's Certificate.
- CPR/First AID Certificate.
- Current Criminal Record Check and Child Abuse Registry Check required for employment consideration.
- Valid Class 5 driver's license is required.

Shift/shifts Required:

Days Monday to Friday; occasional evenings/weekends

Wage Range:

\$ 18.76 - \$ 20.30 (under negotiation)

Posted By: Manager of Human Resources

Send resume/letter of interest to humanresources@iwhc.ca by 3:00 P.M. on date of closing.

P (204) 989-8240
TF 1 (888) 881-0710
F (204) 586-1101

North Star Lodge
105 Aikins Street
Winnipeg, MB R2W 4E6

Memengwaa Place
116 Robinson Street
Winnipeg, MB R2W 5N4

Eagle Women's Lodge
667 Ellice Avenue
Winnipeg, MB R3G 0A8