



Head Chef - Inclusio

Full-Time (37.5 hours per week)

Accessible Housing opens doors to homes that are accessible and affordable for people with limited mobility. Through providing a continuum of housing and supports, we work to ensure that everyone has a home and belongs in community.

Program Description

The Head Chef will enhance the dignity and quality of life for each resident by supporting holistic wellness and an interdependent community. In collaboration with the Administration, the Head Chef would provide support to individuals in areas of well-being by ordering food and setting a menu for residents.

Duties and Responsibilities

- Maintain menu plan approved by a Dietician/Nutrition Manager that has been developed in accordance to government regulations and Canada's Food Guide
- Observes all food safety requirements and meets all government standards
- Updates menus taking into consideration seasonal availability, residential preferences and suggestions
- Purchases and prepares food following the established menu plans
- Ensures adequate food availability according to menus by purchasing groceries for the home one time per week (process for grocery shopping is developed by Program Coordinator)
- Submits receipts to Administrator weekly
- Assists residents with meals as necessary
- Prepares meals in advance for scheduled days off as required
- Maintain a minimum of 3 days frozen meals in the freezer for emergency situations (this food should be dated, used and replenished every two months)
- Prepare bagged lunches for residents as necessary
- Maintains and cleans kitchen area daily in accordance with government regulations
- Completes all necessary checklists in accordance with government standards
- Records fridge and freezer temperatures two times per day
- Certified in food safe handling, trains new staff upon hire and all staff at a minimum yearly
- Prepares additional items as requested for events i.e. Board meetings, open houses, etc.

Qualifications

- Professional Cooking diploma or equivalent experience
- Calgary Health Services Food Handling Course
- 3 – 5 years' experience cooking for a large group home

Working Conditions

- The Head Chef works primarily in a residential program setting with some time spent in an office setting and in the community
- The Head Chef may be required to work with challenging clients
- While working mainly in the kitchen; fire safety, food contamination, food-borne illness are all risks of this position

Physical Requirements

This position may require moving of furniture, and some light lifting, up to 50lbs

Application Information

If you are looking for a rewarding career at a growing organization, please apply with your resume and cover letter and cite **Competition Head Chef Inclusio**. Applications can be sent to resume@accessiblehousing.ca

Only those selected for an interview will be contacted.

Closing Date for Applications: Until a suitable candidate is found.

Accessible Housing employees enjoy competitive compensation, extended health and dental benefits, a matching RRSP after one year of service, an accelerated schedule for earning additional vacation days, your birthday off, and a flexible work environment.