



**Native Addictions Council of Manitoba
EMPLOYMENT OPPORTUNITY**

Position : **Nutritionist Cook Assistant**
Classification : **1- Full-time Permanent Position –
Requires evening and weekend availability**

NATIVE ADDICTIONS COUNCIL OF MANITOBA

The Nutritionist Cook Assistant will provide healthy and nutritional meals to our relatives who are attending NACM Programming. This position requires extreme cleanliness and healthy practices in conjunction with the health standards of MB in preparing and cooking food. The Nutritionist Cook Assistant is also responsible for maintaining inventory of food and the keep of the kitchen ensuring all appliances, cupboards, etc. are kept clean. The Nutritional Cook Assistant is required to work with our participants in a positive manner to build skills and assist with ensuring that any kitchen chores are completed with program staffing directions. The Cook Assistant will work in conjunction with the Nutritional Head Cooks direction.

Main Job Tasks and Responsibilities

- create a menu and prepare nutritious meals for relatives attending NACM programming
- prepare all meals required ensuring to meet health standards of Manitoba
- Ensuring all those using the kitchen and preparing food are also following health standards by wearing hairnets, gloves, and other PPE required for meal preparation
- Manage the number of food productions for each day
- Maintaining food inventory, ensuring a minimal amount of food is distressed
- Shopping, budgeting, and Menu Planning when required

- Assist with food preparation during special events, such as ceremonies
- Ensure all people using the kitchen, tools, etc., are following health guidelines and are being safe
- Ensure that all dishes and cookware are cleaned appropriately and thoroughly daily
- Be sure at the end of each workday, the kitchen is tidy and presentable, with no dirty dishes or mess left behind for the next day, including the floors of the kitchen
- Ensure all appliances such as freezers, fridges, stoves, etc., are always in working order
- Ability to complete temperature checks in the fridge (s) and freezer (s)

Education and Experience:

**Native Addictions Council of Manitoba provides healing of addictions through Traditional Indigenous Practices.
The belief of NACM is that our relatives have the right to healing, safety, growth, and wellness.
Accredited through Accreditation Canada: 2022 – 2026**



Native Addictions Council of Manitoba

- Degree/Diploma/Certificate in Culinary Arts
- Grade 12 High School Diploma or equivalent
- Food Handlers Certificate
- 3-5 years experience with kitchen and culinary experience
- A combination of relevant education and experience will be considered
- 2 Years Sobriety and Substance-Free Lifestyle
- Valid Manitoba Class 5 Driver's License and Clear Driver's Abstract would be an asset
- Clear Criminal Record Check, Vulnerable Sector Check, Child & Adult Abuse Checks, Proof of Covid-19 Vaccination (double dose)

Key Competencies

- Effective communication skills with individuals at all levels of the organization
- Understanding of Indigenous customs, experiences, traditions, and values
- Ability to lift, grasp, carry, or transport goods weighing up to 100 lbs.
- Able to work with relatives in crisis that experience significant challenges, understanding of mental health challenges and addiction challenges
- 2 years experience in cooking or food preparation
- Build and maintain a schedule/record of all relatives who have responsibilities of cook/preparing meals as required
- Ability to work efficiently as a part of a team, as well as independently
- Good judgment and decision-making ability
- Willingness to participate in culturally relevant programming as identified by NACM

If you would like to join our growing team of dedicated professionals as the **Nutritionist Cook Assistant**, please email your cover letter along with your resume by 4:00 p.m. Tuesday, January 24, 2023.

Apply in writing or email:

Attn: Human Resources Native Addictions Council of Manitoba

160 Salter Street Winnipeg, Manitoba R2W 4K1

Phone: (204) 586-8395 Ext.223 or Fax: 204- 589-3921

Email: HR@nacm.ca

NACM VALUES ACHIEVING EMPLOYMENT EQUITY AND LIVES EXPERIENCE therefore candidates are encouraged to indicate in their cover letter if they are of Indigenous ancestry. We thank all applicants and advise that only those selected for further consideration will be contacted.

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