

**We're Hiring!**



**Posting:  
A21852**

**Cook**  
**Temporary Full-time**  
**(35 hours per week) 11:30 am - 6:30 pm**

**Bill Reid Place**

### Options Community Services Society

We are a non-profit registered charity providing social services primarily in Surrey, Delta, White Rock and Langley. We believe in helping people help themselves. We believe in collaborating with individuals, businesses, community groups and government to create focused, effective and responsive resources for the community.

We envision a healthy community as a safe and clean environment where we all have a sense of belonging. It is a place where each of us has the opportunity to work and learn, and to develop and realize goals that are meaningful and fulfilling.

#### **\*6 months with possibility of extension\***

Bill Reid Place provides emergency shelter for 28 men and women. Applicants who enjoy cooking and helping out in their community are encouraged to apply. Those who would like to bring the feeling of a home cooked meal to those less fortunate should apply.

#### **HIGHLIGHTS OF KEY RESPONSIBILITIES**

- Plan menu in consultation with program staff and within specified budget
- Prepare balanced meals (lunch and dinner) for approximately 30 people

#### **QUALIFICATIONS**

##### **Education, Training, and Experience:**

##### **Must have:**

- Food Safe certification

##### **Assets:**

- Community kitchen experience
- Experience with Fraser Health inspections

##### **Knowledge Skills and Abilities:**

- Ability to cook for a large group
- Good food preparation, budgeting and shopping skills
- Ability to work independently, set priorities, manage multiple tasks and meet deadlines.
- Demonstrate proficiency in written, oral and interpersonal communication skills.
- Non-judgemental, respectful, positive and supportive manner.
- Ability to work under stressful situations.

**NOTE: Applicants not selected for an interview will not necessarily be notified.**

Posted: 21-July-06

Options Community Services Society is an equal opportunity employer committed to hiring a diverse workforce.

- No relevant criminal record.
- Be willing and able to work flexible shifts.

***Successful candidates will be required to provide a current and satisfactory Criminal Reference Check/Vulnerable Sector Search preceding your start date.***

***Applicants with lived experience are strongly encouraged to apply.***

**CLOSING DATE:** Resumes will be reviewed starting **July 20, 2021** but the posting will remain open until filled and will close without notice.

**PLEASE APPLY TO:** Andrea Dodd, Program Manager, Bill Reid Place  
Options Community Services Society

Email: [andrea.dodd@options.bc.ca](mailto:andrea.dodd@options.bc.ca)

Please include a cover letter indicating the posting number **[#21852]** and detailed resume outlining your qualifications and related experience for the position.

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