YWCA Toronto transforms lives. As the city’s largest multi-service women’s organization, we help women and gender diverse people escape violence, move out of poverty and access safe, affordable housing. We work tenaciously to break down barriers that hold women and gender diverse people back from achieving equality.

Internal and External Job Posting
Full-Time Cook
YWCA Davenport Shelter
JOB ID: DAV801

<table>
<thead>
<tr>
<th>Employment Type:</th>
<th>Full-Time, Permanent</th>
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<tbody>
<tr>
<td>Work Hours:</td>
<td>35 hours per week (7:00am to 3:00pm, Sunday to Thursday)</td>
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<tr>
<td>Salary:</td>
<td>$37,542 per annum (L1), plus comprehensive benefits</td>
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<tr>
<td>Location:</td>
<td>348 Davenport Road Toronto, ON, M5R 1K6</td>
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<td>Internal Application Deadline:</td>
<td>Wednesday, December 14, 2022</td>
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<tr>
<td>External Application Deadline:</td>
<td>Friday, December 16, 2022</td>
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JOIN OUR TEAM
YWCA Toronto strives to uphold anti-discrimination practices and anti-oppression principles to ensure that the rights of all individuals are respected and protected. We work to promote a climate that is welcoming of all women and individuals who identify as Trans, intersex, non-binary, agender, and/or Two-Spirit. We encourage applications from women and gender diverse people from all races, ethnic origins, religions, abilities and sexual orientations.

The Cook is responsible for preparing and serving nutritionally balanced meals, cleaning the kitchen, serving area and cafeteria. This position is also responsible for assisting the Food Services Co-ordinator in the planning of meals and snacks in a multi service residential and shelter setting.

ABOUT YWCA TORONTO – YWCA DAVENPORT
YWCA Davenport provides up to 80 emergency shelter beds to young women and gender-diverse people (16 – 24 years of age) and adult women and gender-diverse people (25 and older) and is staffed 24 hours a day. This pet friendly shelter is funded by the City of Toronto and adheres to Toronto Shelter Standards.

KEY RESPONSIBILITIES
• Prepares and serves meals, snacks and bag lunches in a cafeteria setting;
• Prepares for the following day's meals;
• Under the direction of the food services co-ordinator assists in the planning and preparation of meals as required by Toronto shelter standards;
• Ensures that the health and safety guidelines are followed in accordance with the policies and procedures of YWCA Toronto;
• Follows safety guidelines in food preparation in accordance with the Toronto shelter standards;
• Cleans food preparation and serving areas, ensuring that all health regulations are met;
• Assists with the delivery and storage of food and supplies used in all meal preparation.

QUALIFICATIONS
• High school diploma or equivalent (Cases for Equivalency will be considered);
• Food Handler Certification and nutrition training;
• WHMIS training required;
• 1 to 3 years’ experience in food handling and food preparation;
• Experience in cooking culturally diverse meals in a large residential setting;
• Demonstrated ability to work in a fast-paced environment with competing demands;
• Ability to interact with a diverse community of women and gender diverse people with complex needs, many of whom are living with mental health challenges and active substance use;
• Understanding of the barriers/obstacles that homeless women and gender diverse people face;
• Ability to maintain a positive approach and a professional manner at all times;
• Completed Toronto Shelter Standards training an asset;
• Knowledge of second language an asset;
• Naloxone training is an asset.

Note: May be required to provide stand by for sick or emergency relief.

Vaccination Policy: In accordance with YWCA Toronto’s COVID-19 Vaccination Policy, all YWCA Toronto employees are required to be fully vaccinated with a COVID-19 vaccination series by October 30, 2021. As a condition of hire, new staff will be required to submit proof of vaccination prior to their first day of work. The YWCA will consider written requests for accommodation under the Human Rights Code on a case by case basis and will accommodate those individuals who are legally entitled to accommodation.

HOW TO APPLY
Please submit your cover letter and résumé to Melissa Furlano, Associate Manager of YWCA Davenport at davenportjobs@ywcatoronto.org. Please quote JOB ID number DAV801 and your name in the subject line.

Please note: A vulnerable sector police reference check is required by the successful candidate prior to hiring. YWCA Toronto is a unionized workplace. Staff are represented by CUPE Local 2189. This position is within the Bargaining Unit. Please indicate on your cover letter and email subject line if you are an internal candidate. For internal applicants, this position is not secondable.

YWCA Toronto promotes the principles of anti-oppression and adheres to the tenets of the Ontario Human Rights Code. We encourage applications from women and gender diverse people of all races, ethnic origins, religions, abilities and sexual orientations.

YWCA Toronto provides accommodation during all parts of the hiring process, upon request, to applicants with disabilities. If contacted, please advise us if you require any accommodation. While we thank all candidates for their interest, only those selected for an interview will be contacted.

YWCA Toronto is a Scent-Sensitive Workplace.

Posting Date: December 5, 2022