

COMMUNITY FOOD COORDINATOR

Job Title	Community Food Coordinator	Status:	Full Time, Permanent
Program/Team	Community Engagement & Health Promotion	Site:	Markdale & Dundalk
Shifts	Days	Rate of Pay:	\$24.61 to \$32.25
Posting Date:	September 04, 2024	Closing Date:	September 16, 2024

The South East Grey Community Health Centre is a non-profit organization committed to providing primary care services and health programs to the residents of Chatsworth, Grey Highlands, Southgate and West Grey. We are building a healthier South East Grey Community through: health promotion, illness prevention, and comprehensive, client-centered primary healthcare. Working closely with the Community Engagement and Health Promotion team, the **Community Food Coordinator** will provide leadership and direction in growing our coordinated community food program portfolio, which could include: community gardens, community pantry, summer lunches, good food box, community café, second harvest and community lunch. Even if you don't have all the requirements listed in this position, you may be the right candidate. Apply and tell us what you'd bring to the team!

Responsibilities

- Work directly with clients, volunteers, students and community stakeholders to develop, promote, implement, monitor and evaluate the effectiveness and outcomes of programs.
- Forge new community partnerships; maintain regular communication w/community partners.
- Actively support efforts to recruit, retain and where appropriate, schedule program volunteers.
- Provide effective volunteer training, support and supervision (safe food handling).
- Manage food inventory and food deliveries/purchases to ensure fair and equitable distribution.
- Ensure that participants receive appropriate information and referrals to community and government services such as settlement, housing, employment, social assistance, health etc.
- Keep accurate records and statistics on service use, referrals and case notes.
- Offer workshops, training and field trips for participants, including topics identified by them.
- Work with team to develop/monitor policies/procedures that ensure dignified services and safe practices.

Qualifications

- Post-secondary diploma or degree in relevant field; 2+ years of related work experience.
- A deep and abiding commitment to equity, diversity, and inclusion in all its forms, and a cultivated ability to apply an anti-oppressive lens and framework to community engagement, community development, project management, program design and delivery, and relationship building and repair.
- Strong understanding of community/household food (in)security and approaches to addressing hunger
- Working with the team to identify upstream initiatives to address root causes of food insecurity.
- Excellent interpersonal communication, critical thinking, problem-solving skills.
- Working knowledge of Microsoft Outlook, Microsoft Word and electronic charting an asset.
- Demonstrated ability to work independently and within an inter-professional team.
- Experience working with diverse populations and equity focused initiatives is an asset.
- Proficiency in more than one language is an asset.
- Valid "G" drivers' license, access to a reliable vehicle, appropriate proof of personal insurance.

Qualified Candidates are encouraged to apply by **4:00 pm** on the closing date. Please submit your resume and cover letter to: tanya.shute@segchc.ca

South East Grey Community Health Centre is committed to providing high quality client-centered care by building a respectful and inclusive workforce that reflects the diverse individuals it serves. Students who are Aboriginal or a visible minority are encouraged to apply. Students with disabilities are encouraged to apply. Upon request, accommodations due to a disability are available throughout the selection process. Applications from all qualified individuals are welcomed. We thank-you for your interest, however, only candidates selected for an interview will be contacted.