



Employment Opportunity Training Centre Cook/Cleaner Kirkland Lake, ON

About Keepers of the Circle

Keepers of the Circle is an Indigenous Hub operated by the Temiskaming Native Women's Support Group (TNWSG), a non-profit organization founded in 1997 to promote the economic, cultural, and social equity of Indigenous women, girls, and gender diverse peoples.

About the Role

Keepers of the Circle is looking for a responsible self-starter with a passion for cooking and an eye for cleanliness. Our cook is responsible for preparing and cooking all meals that will be served to the participants in our training centre. You will also be tasked with sanitization and cleanliness of our training centre, including offices, kitchen, equipment, and dishes. You must have a deep understanding of nutrition and food safety standards and need to know how to prepare healthy, nutritious meals that meet the needs of our members while also ensuring that these meals are properly stored and handled to prevent contamination or illness. Knowledge of indigenous culture and foods is considered an asset.

This position is based out of our Training Centre at 175 Government Road East in Kirkland Lake, ON

Requirements:

- Food Handler Certificate or Food Service Worker Certificate from a recognized college or training institute, or a willingness to obtain within specified period.
- First Aid and CPR certification is considered an asset.
- Valid G or G2 class Ontario Driver's License is required
- Knowledge and experience of the requirements for hygienic maintenance and housekeeping
- Experience at meal planning and preparation, including experience in preparing culturally appropriate foods
- Good personal hygienic habits
- Knowledge of Indigenous culture, communication styles and value systems or desire to learn is an asset
- Must be physically able to lift, haul and handle large, heavy grocery orders and well as be on your feet most of the day

We strongly encourage you to self-identify if you are of Indigenous ancestry or are a community affiliate.

If you would like more information about the role please reach out to hr@keepersofthecircle.com

Inclusion, Diversity, Equity & Accessibility

We advocate for the presence and contributions of all people regardless of race, colour, religion, age, genetic status, sex, military status, or disability that does not prohibit performance of essential job functions. As an Indigenous organization, Keepers of the Circle has an affirmative action policy that prioritizes the hiring of Indigenous Peoples and community affiliates. Please let us know of any specific requirements during the application process by emailing hr@keepersofthecircle.com – we are happy to work with you on accommodation requests.

How To Apply: Applications will be accepted until **April 26, 2024**. Please send your resume, cover letter and related documents to hr@keepersofthecircle.com with the subject title "Training Centre Cook/Cleaner Job Application – (Your Name)."