POSITION ANNOUNCEMENT – PLEASE POST

POSITION TITLE: Cooking Demonstration Leader
PROGRAM: Village Gardens
OPENING DATE: May 20, 2017
CLOSING DATE: until filled
HOURS/WEEK: 4
STATUS: Temp, Non-Benefit Eligible, Non-exempt

SCHEDULE: The responsibilities are shared between two leaders, so hours may fluctuate. Each will alternate a Thursday 4pm-7pm shift plus additional time for prep during the week.

WAGE/BENEFITS: $13.00 per hour. Ineligible for benefits unless otherwise required by law

TO APPLY: Submit a resume and complete application to Brad Melaugh in the Village Gardens office at 4625 N Trenton St; OR c/o Brad Melaugh 707 NE Couch St, Portland OR, 97203; OR by e-mail to bmelaugh@janusyouth.org.

Due to the volume of applications received, we regret that we can contact only those applicants who are invited to interview. If it happens that you are not contacted to arrange an interview, please know that we are grateful for your interest in employment opportunities at Janus Youth Programs.

Janus Youth Programs, Inc. is an Equal Opportunity Employer. Find out more about Janus at our website, www.janusyouth.org

SUMMARY: This is a co-led position that utilizes the infrastructure and momentum of the community kitchens program to provide healthy cooking demos to CSA prescription holders, CSA members, New Columbia Farmers’ Market Patrons, and the community at large. The Cooking Demo Leader will coordinate cooking demonstrations highlighting seasonal produce at two CSA pick up sites: New Columbia and North Portland Health Clinic. The Cooking Demo Leader also recruits, trains and support Cooking Demo Hosts.

QUALIFICATIONS: Must be a current resident of New Columbia, Tamarack Apartments, Cathedral Gardens, or surrounding apartments. Any combination of education, experience and training that demonstrates the ability to perform the duties of the position is qualifying. This would typically include, but is not exclusive to:

- Must value working in a multicultural/diverse environment.
- Experience working with children
- Experience working with food
- Preference may be extended to current employees of Janus Youth Programs, Inc.

REQUIREMENTS OF THE POSITION:

1. Plan and prepare for cooking demonstrations: choose recipes, scale up recipes, identify and gather materials, food prep and day-of coordination.
2. Coordinate with Foodworks farm staff as necessary to obtain fresh produce for ingredients.
3. Recruit, train, support and schedule Tasting Hosts to participate in tastings conducted at New Columbia Farmers Market and North Portland Health Center.
4. Coordinate demonstration booth set up and tear down
5. Track number of samples, recipes used, expenses, and best practices and update on server.
6. Spread the love of home cooking and sharing food
7. Document and report to the Community Engagement Coordinator
8. Engage community members in conversation around cooking techniques and nutrition. Model appropriate communication when needed.

OTHER REQUIREMENTS OF THE POSITION:
- Must pass criminal history background check
- Must have and be able to maintain a valid food handlers certificate
- Driving is preferred but not required. If driving for work purposes, must have and maintain a valid driver’s license for state of residency and a driving record meeting the agency’s liability insurance criteria. If driving a personal vehicle must also have and maintain personal auto liability coverage ($100,000/$300,000 levels strongly recommended). All employees who drive for work purposes, regardless of whether driving a personal or Janus vehicle, and regardless of whether driving with or without clients, must complete the agency’s driving approval process before driving for work purposes.

DIVERSITY SPOKEN HERE - JANUS IS AN EQUAL OPPORTUNITY EMPLOYER

WWW.JANUSYOUTH.ORG