

Neighbour to Neighbour (N2N) is hiring a casual, permanent staff member who can be involved in a 3 hour per week role. The Program Assistant is responsible for supporting a weekly program for new and expecting mothers. Key tasks will be to organize and cook a healthy meal for participants, collaborate with Public Health dietician staff and engage with the participating mothers.

The Hamilton Community Food Centre is a programming space focused on growing, cooking, and sharing healthy food. Our work focuses on community engagement, education, and social justice. This role reports to the Director of the Community Food Centre, and is in collaboration with the Public Health's Welcome Baby program.

Major Responsibilities:

1. Meal Preparation – once weekly, 25-30 meals at a time.
2. Kitchen Oversight – be responsible for cleaning space at end of shift, point of contact while on shift
3. Participant Engagement – program participants (mothers and expecting mothers) will be encouraged to take turns helping with meal preparation and clean-up. The Program Assistant will delegate, support and manage this as needed.

Qualifications and Experience:

Food Handler Certificate – is an asset, we will provide and cover costs for this training if needed.

Interest in healthy food and cooking; lived experience is valued.

Experience working in communities and an interest in working with people.

Knowledge and Skills:

- Great interpersonal and communication skills.
- Detail-oriented, punctual, consistent.
- Able to work sensitively and with healthy boundaries with people of diverse backgrounds, including those who experience poverty and oppression.
- Knowledge of or a resident of Hamilton and/or the Rolston Neighbourhood an asset
- Ability to speak a language relevant to the neighbourhood (e.g. Spanish, Arabic, Kurdish, Urdu) an asset.

Position Details

Position type: casual, permanent

Hours: 3 hours/week, Tuesdays 12-3pm, \$18/hour, extra hours for paid training will be arranged according to candidate's schedule.

If interested, send resume to kdaoust@n2ncentre.com by Friday, September 30th, 2022