

Christ Church Cathedral Hospitality & Food Coordinator

Role Description

About Christ Church Cathedral

We envision a Cathedral which is radically inclusive, restlessly inquisitive, intentional, and inspired. This is a place that is called to lead and to serve, in communion and in community, with healing, reconciliation, and love, living out Christian mission. Together, we look to the power of Christ for the transformation of each person, this city, and the world.

We recognize our history and traditions, while seeking renewal and growth in spiritual depth and size. Curious and adaptable, this chorus has room for all voices. Whoever you are, wherever you come from, whomever you love, and regardless of what you may bring or are searching for, you are welcome here.

About The Maundy

The Maundy is the Cathedral's coordinated attempt to harness the power of good food to build health, belonging, and reconciliation in communities affected by systems that perpetuate poverty. The Maundy's work is organized around the Cathedral's Food Philosophy.

The Cathedral's Food Philosophy

Christ Church Cathedral uses food to nourish its communities in ways that cultivate connection, holistic health, and community resiliency by honouring the agency, creativity, dignity, intellect, and worth of all who come to the table.¹

- Food is at the core of who we are and what we do. Our philosophy of food is rooted in the biblical traditions of Sabbath, Shalom, and Eucharist, and expressed in the Five Marks of Mission of the Anglican Communion.
- Food provides far more than nutrition. It is a vehicle for connection, and an engine for social inclusion, and has the opportunity to address deeper needs such as meaning, beauty, and hope
- Growing and sharing food cultivates essential attitudes of abundance and hospitality, of mutuality and resilience, of thankfulness and celebration. Food roots us in the land and in community. Food connects us across generations, cultures, and socio-economic divides.
- All members of our community have a right to food based on the Universal Declaration of Human Rights, which states: "food security exists when all people, at all times, have physical and economic access to sufficient, safe, nutritious food to meet their dietary needs and food preferences for an active and healthy life."

Position Overview

The primary aim for the Hospitality & Food Coordinator is to provide overall leadership to the food served at Christ Church Cathedral. The goal of the Hospitality & Food Ministry is to facilitate a space reflective of the Cathedral's *Open Doors, Open Hearts, Open Minds* motto and ethos.

Through kitchen management, work with and mentorship of volunteers, and care-filled interactions with the diverse populations we serve, the Hospitality & Food Coordinator extends the Cathedral's vision and mission through the preparation of food that aligns with the principles of a just, healthy, and sustainable food system.

¹ To find out more about the Cathedral's Food Philosophy visit www.thecathedral.ca/foodphilosophy

This role includes management of the Maundy Cafe, coordination of our Fresh Food Market, and oversight of food preparation for Cathedral events. It also resources a significant volunteer base that coordinates the Cathedral's Maundy food program, serving between 60-100 people per day, four to five days each week.

The successful candidate will have demonstrated ability in kitchen management. They will possess knowledge of safe food handling practices, nutrition for marginalised populations and healthy food system principles, as well as an understanding of issues related to homelessness, addictions, mental health and other poverty-related challenges. As such, the successful candidate requires significant experience working with and managing volunteers, significant front line experience with vulnerable populations through a social justice lens, and some experience in food security programs or other program development.

The successful candidate will have the ability to develop leaders, to mentor volunteers, and to lead and coach diverse teams. They will have the ability to work with sensitivity and without discrimination towards people of diverse cultures, races/ethnicity, socio-economic positions, ages, religions, genders, physical/mental challenges/disabilities, and sexual orientations. The candidate will possess and demonstrate an ability to maintain harmonious relationships through the use of conflict resolution skills in working with volunteers and marginalized populations.

Position Requirements

The Hospitality & Food Coordinator is a Full-Time (37.5 hrs) position reporting to the Director of The Maundy Ministries. The role requires some evenings, and a combination of required times on-site (Staff Meetings, The Maundy Cafe Meals, Ordering Deadlines) as well as other flexible times. This position works closely with the Director of Cathedral Operations and the Maundy Outreach Worker, and is supported by the Hospitality & Food Ministry's *Vision, Support & Strategy* team.

The Candidate will have five years of relevant experience in a food services related setting, possess current certification in Foodsafe Level 1 (Level 2 Preferred), Level One First Aid and Non-Violent Crisis Intervention. All applicants must pass a criminal record check. Participation in Diocesan Safe Church program will be required.

Duties & Responsibilities

The Maundy (Approx 75%)

Responsible for overseeing planning and execution of the Maundy Cafe and Fresh Food Market, a social ministry serving between 60- 100 members of our street congregation 4-5 days per week. This work is done in coordination with an active volunteer Leadership Team, and is inclusive of sit-down meals, a market, and other Maundy programs.

- Oversees meal planning, preparation, service and clean-up
 - Manages donations and donor relationships
 - Coordinates special occasions and events
 - Manages risks, emergencies and critical incidents
 - Oversees recordkeeping, statistics, reimbursements and monitors the program budget
- Coordinates and equips volunteers
 - Organizes orientation, training and appreciation for volunteers

- Provides mentoring, skill-building, and other supports
- Maintains updated lists of ministry volunteers and provides regular communications
- Builds strategic connections with other parts of the Cathedral
- Works with the Outreach Team to support guests as able
 - Facilitates The Maundy Cafe guests to become volunteers through skill-building
- Builds links with and participates in networks of other community service providers
- Works with The Maundy Team to develop new programming aspects

Management & Food Service (Approx 25%)

Provides overall management and stewarding of resources related to food services through the development of menus, purchasing, price planning, and catering revenue. The Hospitality & Food Coordinator serves as the point person for all meal preparation and/or catering to deepen the Cathedral's congregational life

- Participate in staff meetings
- Coordinate all outside caterers for events at the Cathedral
- Develop a strategy to increase in-house food prep
- Recruit, empower, train and schedule volunteers
- Liaise with the local Environmental Health officer to ensure the Cathedral is in compliance with health regulations
- Procures supplies and monitors inventory
- Ensures adherence to proper food handling and sanitation procedures
- Oversees use of kitchen and food service equipment
- Manages kitchen finances including purchasing of commodities, inventory control, and bookkeeping

Pay range: \$23-\$26/hour

Position start date: August 26th 2021

If this opportunity interests you, and you meet all of the above requirements, please submit your resume and a cover letter to viene@thecathedral.ca.

We thank all applicants for their interest, however only those candidates selected for interviews will be contacted.

Last updated July 2021