JOB POSTING
Cooking Instructor

The WYC helps to prepare young people to be successful in life through career and education activities, creative leadership opportunities and supporting healthy lifestyles. The WYC education program prepare students to pass the HiSET, improve retention in high school, and explore and/or enroll in appropriate institutions of higher education. The target audience is adolescents and young adults ages 16-24. The program coordinator is responsible for day-to-day operations in addition to reporting and program development. This position is 15 hours per week per week with flexible negotiable schedule.

Position Requirements:
Line cook or sous chef with equivalent experience. Demonstrate exceptional experience in managing a kitchen and cooking health meals for groups. Observe all health and sanitary codes. Experience working with at-risk and proven-risk adolescents and young adults. Ability to assist and confer ServeSafe and other certifications to students. Candidate must have the ability to make decisions independently while still working as a part of a team with staff and volunteers/interns. Candidate should be available during normal Center hours (10:00am and 8:00pm) two to three days per week and some special activities. Good communication, organizational and supervisory skills, patience, flexibility, high energy, and creativity are a must. Knowledge of Microsoft Office is required. Bilingual English/Spanish a plus.

Illustrative Duties & Responsibilities:

- Design and deliver cooking demonstrations using healthy foods;
- Ensure safe, respectful, learning culture in kitchen;
- Supervise and mentor students, volunteers, and interns;
- Provide orientation to all new students;
- Keep inventory of kitchen supplies and materials and, seek new material as needed;
- Ability to collect, analyze and produce reports and summarize program trends and outcomes
- Produce semi-annual graduation/recognition ceremony;
- Attend monthly staff meeting and participate in organization-wide efforts;
- Complete all required enrollment and follow-up forms;
- Meet with students on a regular basis to discuss challenges and progress;
- Perform other duties as assigned.

Application Process:
Interested parties should email a cover letter describing their experience relative to this position and include a resume. The resume and cover letter should be sent electronically to Hr@worcesteryouthcenter.org. Unfortunately, telephone calls will not be returned.

The position is available until filled.