



Title: My Sisters' Place Kitchen Helper

Program: My Sisters' Place

Position Location (full address): 566 Dundas Street London, ON

Time Commitment: One shift per week, 3-4 hours

Role Description and Primary Responsibilities:

- Provide a welcoming atmosphere that encourages engagement from clients.
- Assist with preparation of food items and beverages.
- Wash dishes, utensils and kitchen appliances and ensure their proper storage.
- Ensure that work surfaces are clean.
- Comply with health and safety regulations.
- Maintain the privacy and confidentiality of the women accessing services and support.
- Attend initial orientation and ongoing training and meetings.

Home Cleanliness:

- Assist with cleaning kitchen in accordance with health unit regulations
- Assist with mopping floors in all areas of house as needed
- Assist with dusting and tidying rooms in all areas of house as needed

Garden Upkeep:

- Assist with maintaining gardens during spring, summer and fall
- Assist with maintaining grounds on a daily basis to ensure that the grounds are clean and tidy

Required Qualifications:

- Current & Clear Vulnerable Person's Sector Check.
- Minimum of 18 years of age
- 2 references (1 professional)
- Minimum commitment of 6 months

Experience & Qualifications:

- Excellent customer service skills and a pleasant demeanor
- Reliability and punctuality
- Experience working with marginalized women and/or individuals with mental health issues is considered an asset
- Completion of Food Handler Training, which will be made available

Physical and Mental Requirements:

- Must be able to stand for a few hours at a time
- Must be able to lift up to 20 lbs
- Must be able to use and manipulate kitchen knives without difficulty
- Good listening skills and a nonjudgmental attitude
- Ability to handle stress and conflict in a calm manner

CLICK HERE TO APPLY NOW: [Volunteer Application Form \(smartsheet.com\)](https://www.smartsheet.com)

Detailed Summary of Position:

We rely on the efforts of our Kitchen Helper volunteers to help us prepare hot and delicious meals to the women we serve, and to help us create an atmosphere that fosters support and encouragement.

We place tremendous value on the contributions of our volunteers to help us support more than 1,500 women who walk through our doors seeking services and support each year. Volunteers with our team play a role in improving the quality of life for women who have experiences with homelessness, poverty, mental health, addictions and other complex health issues.

Volunteering at My Sisters' Place offers the chance for volunteers to gain knowledge about addictions & mental health, to learn of the various services and supports available within the community, and to meet new people.

Reporting Relationship

Indigenous Cultural Lead - Outreach Programs

Program Support - Outreach Programs

Kitchen Supervisor or a delegate