



Athabasca United Church

Cooking Circles Coordinator

Term Part-Time Position Description

Purpose

This position coordinates our new cooking circles program, a collective kitchen project for Athabasca area adults facing income or other family challenges.

Responsibilities

Coordinate and facilitate cooking circles for 6 to 8 participants to gather and cook together every week at Athabasca United Church.

Promote and encourage participants to collaborate in planning, preparing meals together, and making nutritious, economical food choices.

Prepare and provide family-friendly recipes and support materials for participants.

Arrange for and acquire nutritious and economical food items.

Foster healthy, social, non-judgmental and supportive cooking circles for participants.

Coordinate occasional guest presenters, volunteers and field trips.

Liaise closely with support agencies, grocery stores, gardeners, and other resources in the Athabasca community to promote the program and source food materials.

Assist with other tasks, as required.

Desired Skills

Good knowledge of nutrition, cooking, baking and life skills

Facilitation and adult training and coaching experience

Talented in communicating and working effectively in a diverse team environment

Excellent organizational, time management and motivational skills

Good liaison and social media skills

Post-secondary education, including food safety certification, preferred

Successful applicant must provide clean criminal record and vulnerable sector checks

Accountability

This position will work cooperatively with staff members, volunteer project leads and other members of Athabasca United Church.

February 2019