



601 Keefer Street
Vancouver BC V6A 3V8
Phone: 604-713-1838
Fax: 604-713-1848

Job Posting: Community Food Distribution Lead- Summer June-July 2024

Strathcona Community Centre is seeking a community-minded individual with an interest in food and food security to support the center's food distribution programs like the Backpack Program, Summer food distribution program and the Breakfast Program (June).

This position will report to the Food Security Manager and will work closely with the Community Food Coordinator.

Start Date: June 2nd-August 1st 9weeks

Rate of Pay \$19.40/hour (minimum wage plus \$2) 30 hrs per week

Hours:

Monday & Tuesday 8:30am-1:30pm

Wednesday 8:30am-1:30pm

Thursday & Friday 8:30am-4:30pm

Duties and tasks:

- Assist with the Backpack Program that provides groceries to community members facing food insecurity.
- Accept donations on Thursdays, coordinate with volunteers to pack food boxes and set up tables for food and hospitality.
- Collaborate with volunteers to ensure smooth operations.
- Provide hands-on support for program delivery on Friday's, including task management and problem solving
- Interact with and support families participating in the program.
- Update the participate database as needed.
- Ensure all food safe practices are met during the program.
- Assist with transitioning the program to a scaled down version for July
- Taking the lead on running the program during the last 3 weeks of July
- Create a brief report at the end of July
- Support various food programs in July, including helping to prepare breakfasts and lunches
- Any other activities mutually agreed upon.

Qualifications:

We are looking for someone with the following qualifications, but we value a willingness to learn and are happy to provide training for the right candidate



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- Interest in food security, food systems and food justice
- Experience working with people from diverse cultures and economic backgrounds
- Familiarity with the Strathcona neighbourhood is strongly preferred
- Previous experience coordinating or supporting volunteer-led programs
- Familiarity with running or assisting in a food distribution program
- Ability to manage tasks and coordinate logistics
- Excellent communication skills for interacting with families, volunteers and community members
- Ability to foster a welcoming and supportive environment
- Willingness to adapt to changing programs
- Works well in a team but is also comfortable working alone
- Fluency in a second language an asset, especially Arabic, Cantonese, or Mandarin
- Ability to lift 40 lbs
- Certification in Food Safe Level 1 is an asset
- Complete a Criminal Record Check

To be eligible to apply, you must:

- be between 15 and 30 years of age at the start of the employment;
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act* for the duration of the employment; and,
- have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

To apply, please send a resume and cover letter to amy.weeks@vancouver.ca, with subject heading "Community Food Distribution Lead". Application deadline is Monday March 31st, 2025