

Food Security Assistant

POSITION TITLE: Community Resource - Food Security Assistant	STATUS: Canada Summer Jobs Student Position – 9 weeks
DEPARTMENT: Community Development	# HOURS / WEEK: 30
REPORTS TO: Community Development Coordinator	Hourly Wage - \$19
POSTING DATE: May 5, 2023	CLOSING DATE: When Filled

JOB SUMMARY: The Community Resources Summer Student will conduct outreach, engage and connect people who are vulnerable, isolated, marginalized and newcomers to services and conduct vaccine engagement. The Community Resources Summer Student will also assist the Community Programs Worker and be responsible for assisting with planning, purchasing, sorting, prepping, packaging and serving food for a busy Tuesday Food Bank and the Thursday Community Dinner (currently only “take-out” for Covid safety protocols) at 2 locations. These supports are primarily delivered to enhance connection, reduce barriers and increase access to resources and well-being.

DUTIES:

- Assist the Community Development Coordinator to engage people and to navigate supports to respond to Covid 19
- Conduct outreach to isolated communities, engage communities to learn about vaccinations and health practices and to determine target populations and assist with supports
- Attend vaccination engagement trainings, learning exchange activities and clinics
- Assist the Community Program Worker to facilitate food security in the coordination, delivery and implementation of the food bank and community dinner
- Assist the Community Program Worker in the development of meal plans, shopping for, preparation, and distributing the weekly community dinner for approximately 120 to 200 clients
- Assist the Community Program Worker and a diverse team of volunteers to help facilitate the Food Bank program assisting clients to overcome barriers, access to food and connect with other resources
- Clean, organize and sanitize all food and meal spaces before volunteers, community and other staff arrive, frequently over the day and at the end of programming
- Distribute safety supplies to staff and volunteers such as PPE as required and determined by current health regulations, the Manager and the Community Program Worker
- Follow up with clients and volunteers as needed to ensure that they are accessing adequate supports and resources
- Assist with collection of statistics and any other documentation as required
- Maintain client confidentiality and adhering to the Agency's policies and procedures
- Ability to work from home and to attend meetings, assist with the delivery of workshops and conduct outreach virtually
- Perform other duties appropriate to the position, as needed and as directed by Management

In order to apply for this position, you **must** be 15 to 30 years of age. You must be a Canadian citizen, permanent resident or a person on whom refugee protection has been conferred under the Immigration and Refugee Protection Act and be legally entitled to work in Canada.

To apply, submit your application with “**Food Security Assistant**” in the subject line of your email to: summerjobs@tngcs.org