

Job Title: **Assistant Chef (AM Program)**

Immediate Supervisor: Executive Chef

Salary: \$12.00/hr. + DOE

Hours: Monday-Friday, 2:00 am- 6:00 pm

#### Qualifications

(Required): 1 or more years of related experience in a food service; possess Food Handler's license. Positive communication and interpersonal skills; strong work ethic and ability to work as part of a team; enthusiasm, sense of humor, creativity, flexibility, and patience. Ability to model constant patience and calm in a sometimes-chaotic environment.

(Preferred): Knowledge of and experience with underserved populations and/or experience working with persons with serious and persistent mental illness. Experience volunteering/working with volunteers.

#### Key Responsibilities:

- Responsible for preparation and service of evening women's program meal while adhering to proper sanitation standards.
- Responsible for assisting Executive Chef in use, storage, & preparation of donated items.
- Responsible for maintaining cleanliness in the kitchen.
- Responsible for directing volunteers, not limited to: how to use kitchen equipment, serve clients, and follow safety protocol.
- Responsible for checking in orders and items and storing all food and other items properly.
- Responsible for taking out trash, sweeping, mopping, dishes, during and after every meal.
- Help provide supervision to culinary interns in THRIVE DC's *Real Opportunity* Employment Training Program.
- Responsible for the pick-up of donated food items as determined by Executive Chef.
- Responsible for serving as a helpful and professional representative of THRIVE DC to all clients, volunteers, partner providers, and donors that visit the program.

#### Additional Responsibilities:

- Deal with conflict in a manner that produces positive results and maintain a professional and confidential manner at all times.
- Take initiative and work independently with little supervision.
- Have the ability and willingness to do regular physical labor including lifting, carrying, cleaning, etc.
- Other duties as assigned.

To Apply:

Submit cover letter, resume, and 3 references to [alicia@thrivedc.org](mailto:alicia@thrivedc.org).