

**JOB POSTING**  
**Part-time Kitchen Assistant Position**  
2018

**Kitchen Assistant:** Assist in providing daily meals for people struggling with homelessness, poverty, mental illness, addiction and other personal crises. Work as part of a team in the kitchen with food preparation, carry out specific cleaning and maintenance tasks, move and lift delivered items in the warehouse, and other duties as a shift mandates. Must be calm in a hectic environment and comfortable working with a diverse population, compassionately and creatively adapting to the needs of our members (those we serve).

**Hours:** This is a part-time position. Hours will vary - facility is open 6:30 a.m. – 5:30 p.m. seven days/week

**Essential Job Functions**

1. Excellent manual dexterity and ability to lift heavy pots (50#)
2. Ability to stand on your feet for many hours at a time
3. Food preparation and knife skills
4. Acceptance of deliveries; proper dating, labeling and storage
5. Regular required maintenance and cleaning of the kitchen
6. Excellent attendance and punctuality
7. Ability to effectively manage your emotions in the workplace
8. Display commitment to the highest level of food sanitation practices at all times
9. Perform all other assignments as directed by Shift Leader and/or Lead Cook

**Desired Characteristics for this position are:**

- Is trustworthy and has an extremely high level of integrity
- Loves to clean and organize
- Consistently meets commitments in a timely and professional manner
- Is comfortable following established systems
- Is eager to constantly learn and is good at solving problems
- Welcomes challenges and asks for help when needed
- Takes constructive criticism well and is comfortable going direct when problems arise
- Is able to work independently as well as be an integral member of a team
- Is attracted to diversity in all aspects of the workplace- food, people and culture
- Possess a strong interest in food and all that is involved in healthy meal preparation
- Demonstrate a strong work ethic, and the ability to work effectively with a team
- Love to learn and takes direction with a smile
- Have an understanding and compassion toward people experiencing poverty, substance abuse, and mental illness
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**Specific requirements:** This job has some special requirements including mandatory drug screening and background check.

**Wage:** \$9.25/hour

**To apply:** Please submit written letter of interest and resumé to Kitchen Manager, 500 N. Edwards St., Kalamazoo, MI 49007 or email [kitchenmanager@ministrywithcommunity.org](mailto:kitchenmanager@ministrywithcommunity.org) **No calls please.**

**Deadline:** Open until filled

M/F/D/V