

Childcare Dietary Aid

Little Lambs Daycare – Strathroy, ON



Position Type: Dietary Aid

Job Description:

- Ability to set priorities to meet the multiple demands of the position
- Ability to coordinate the food preparation process
- Maintain open communication with suppliers, staff and Executive Director.
- Prepare food according to weekly menu adhering strictly to approved recipes.
- Be aware of food allergies and preferences in all programs and provide a healthy alternative to the child/children.
- Have enough food available to satisfy the needs of all children.
- Adhere to all policies of the Little Lambs Daycare Centre as set out in the Policy and Procedure Manual and sign off on all policies that are applicable to the position.
- Conduct oneself in a professional manner that is in keeping with the Organization's policies, mission, vision and values.
- Whenever possible, supply children with fresh food options.
- Monitor supplies and notify Executive Director if additional supplies are needed.
- Conduct basic care and proper use of kitchen equipment.
- Maintain a kitchen log book
- Maintain confidentiality of all information related to the program, children, parents and families.
- Maintain a kitchen log book and order supplies.
- Ensure menus, allergy lists and any other relevant pieces of information are visibly posted in kitchen.
- Plan, modify and post weekly menu, following Canada's Healthy Food Guidelines, in collaboration with the Executive Director
- Order and pick up groceries

Qualifications/Requirements:

- Valid Food Safety Certification
- Current First Aid CPR + Standard C certification.
- Current CRC – Vulnerable Sector Screening, not later than 6 months
- Updated Immunizations with TB Test
- Must have own transportation
- Related experience cooking for large groups or willingness to cook for large groups
- Knowledge of computer software is an asset