



MANITOBA MÉTIS FEDERATION

KITCHEN SUPERVISOR

February 21, 2024

Posting #23-20-001

The Manitoba Métis Federation (MMF) is the National Government of the Red River Métis - also known as the Manitoba Métis. The Red River Métis are Canada's Negotiating Partners in Confederation and the Founders of the Province of Manitoba.

The MMF seeks to fill **one summer term Kitchen Supervisor** position within our **Youth Department**. The MMF is developing youth overnight camps, and the camps are set to run between the beginning of July and the beginning of September (Monday to Friday), with the expectation that successful applicants will be able to commit to the full length of this term and that they will be on site for the entirety of the week. Between May and June, employees will be expected to work some hours in the evenings as required for training purposes. The camp is located in The Duck Mountains near **Swan River, MB**, however we are considering applicants province-wide.

Job Duties/Competencies:

- Manage all aspects of food and kitchen services including meal planning and preparation, stocking kitchen supplies and groceries, and cleanliness;
- Plan a variety of meals that fit the nutritional needs of all campers, including unique menus that fit special food requirements such as a gluten free, allergies and vegetarian diet;
- Knowledge of food allergies and food related diseases and the foods that may cause reactions
- Monitor food inventories and prepare food orders for additional goods, ensuring kitchen is fully stocked;
- Follow regulations pertaining to safe food practices in accordance with the department of health regulations;
- Store food properly and rotate stock as new supplies are checked in;
- Sanitize and ensure cleanliness of all food storage areas, preparation and work areas, as well as serving areas;
- Clean all food areas following meals including washing tables, dishes, appliances and remove trash and garbage, placing it in its designated areas.

Skills and Qualifications:

- Minimum 1 year of experience of working in a kitchen;
- Food Handler's certificate or willing to obtain certification;
- Knowledge of nutrition guidelines and healthy meal menu items;
- Knowledge of various cooking techniques, procedures, and methods;
- Ability to modify meals to meet dietary requirements;
- Experience with meal planning and obtaining supplies;
- Must be able to stand for long periods of time and able to lift and carry heavy objects;
- Must provide a clear Vulnerable Sector Check, Criminal Record Check, and Child Abuse Registry Check;
- Knowledge of Métis culture, MMF programs and services is a definite asset; and,
- Ability to travel, valid Manitoba Driver's license with access to a reliable vehicle.

Please submit your resume and cover letter, referencing the job posting number. This posting is open until filled.

The MMF requires a satisfactory criminal record check prior to commencement of employment. The MMF will accept existing criminal record checks if dated within 3 months of your start date. Obtaining this document is not a guarantee of employment.

Preference will be given to qualified Métis applicants and they are encouraged to self-identify on their cover letter. The MMF encourages internal applicants to apply for career opportunities within our Government.

MMF Human Resources Department
300-150 Henry Ave
Winnipeg, Manitoba R3B 0J7
Email to: jobs@mmf.mb.ca
Fax to (204) 947-1816

All our job postings can be found at: www.mmf.mb.ca.