



Wit'suwit'en Child & Family Center  
205 Beaver Road, Suite 2  
Smithers, BC. V0J 2N1

Phone: 250-847-2244 ext 330      Email: [charmayne.nikal@kyahwes.ca](mailto:charmayne.nikal@kyahwes.ca)

**Employment Position at the Wit'suwit'en Child & Family Center**

**Job Title:** Cook 8:30am – 2:30pm

**Location:** Wit'suwit'en Child and Family Center

**Apply by:** Sept 27<sup>th</sup>, 2024

**Start Date:** Oct 7, 2024

**Salary:** \$20.00 - \$23.00/hr depending

Cook is responsible for providing and implementing a healthy food program and following all food safe and precautions in a kitchen; included but not limited to all the Wit'suwit'en Child and Family Center polices. As the building and kitchen is a shared space.

**Duties include but not limited:**

- Promotes ethical practices in the field of early childhood education
- Developing the menus for snacks and lunches – shopping as per each month's menu
- Specific training for healthy foods, portions and food guide in childcare
- Monitor each child's needs; eating and respect to their developmental needs.
- Be active and consistent in time management
- Interact with the children when delivering food to each program
- Respect all staff members to ensure a positive and supportive team atmosphere
- Ensures confidentiality of privileged information with staff and children
- Adherence to all daycare policies and procedures, including safety requirements and licensing regulations are followed
- Other duties as determined by daycare Manager; including shift work for evening workshops as needed

**Qualifications**

- Completed criminal record review
- Current immunization records
- Valid Food safe certificate

**Submit the following:**

- Resume, cover letter and character references to:

**Submit completed application to: Charmayne Nikal**

Wit'suwit'en Child and Family Center

207 Beaver Road (New Building)

Smithers, BC

V0J-2N1

EMAIL: [charmayne.nikal@kyahwes.ca](mailto:charmayne.nikal@kyahwes.ca)