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| **Job Title** | Part Time Cook |  | **Job Purpose** |
| **Department** | Meal Services |  | This position is responsible for cooking meals and encouraging our guests as we minister lovingly through food and relationships. |
| **Location** | 1300 N 1st St Yakima, WA 98901 |  |
| **Reports to** | Meal Services Director |  |
| **Classification** | Non-Exempt |  |
| **Salary Grade** | A |  |

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| **Union Gospel Mission Purpose, Vision, and Value Statement** |
| Our mission is to follow Christ in helping people move from homelessness to wholeness, so that every homeless person in Yakima County has the opportunity for permanent life transformation in Jesus Christ.  All Mission programs and services are based on Christian values and a commitment to quality. Clients are our primary focus; love, professionalism, and outcomes are our core values. Relationships are the context, the engine, and the reward of the change we exist to produce. |
| **Qualifications** |
| * Excellent written and verbal communication skills. * Strong organizational, customer service, and interpersonal skills, high level of professionalism and the ability to maintain confidentiality required. * Ability to work independently under the pressure of deadlines, interruptions and changing priorities while maintaining a strong attention to detail. Reliable, resourceful, flexible. * Ability to work alongside and/or supervise volunteers and interns representing a variety of backgrounds - cultural, economic, and addiction recovery. * Personal ethos and work ethic should reflect YUGM’s Core Values of Love, Professionalism and Outcomes. * Job Specific Qualifications: * Valid WDL, good driving record, proof of insurance. * Experience in cooking for large groups of people. |

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| **Duties and Responsibilities** |
| **Culture Work**   * Establish professional, caring, strengths-based relationships built on truth, respect, encouragement and trust. * Maintain a high level of integrity in modeling and promoting the Mission’s Christian culture, core values, policies and procedures. * Ministering to our clients, showing them kindness and grace. * Keeping the breakfast/dinner shift times/groups eating when they are supposed to; * 5 PM for Family Shelter, employees, Bridge program and New Life Program. * 5:30 PM for clean-up crew, disabled and guests 65 and over. * 5:45 PM for people in the general population and off the street people. * Ministering to our clients, showing them kindness and grace.   **Team Work**   * Work in a supportive capacity with supervisor and co-workers to solve departmental problems and accomplish shared goals in pursuit of established priorities. * Instructing, training and coaching each person you work with especially those in the Bridge Program and in the New Life Program. * Working together with Pantry and other cooks to get our food and drinks to the kitchen. * Supervise and help with clean up and sanitizing daily for pest control. * Working together to complete the set-up, food prepared and on time for the meal shifts.   **Direct Work**   * Working Shifts: * Saturday: 5 AM. to 10 AM. Prepare, Serve and Clean up….. Extra hour to CLEAN. * Sunday: SPLIT SHIFT 5 AM to 8 AM and 3 PM to 7 PM. * Monday: 1 to 7 PM. * Getting food from the warehouse to the kitchen as time allows. * Taking laundry, cardboard and garbage out at the end of each shift. * May be needed to fill in for vacations and sickness. * Other duties as assigned. |
| **Working Conditions** |
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The primary duties of this position are performed in a well-lighted, temperature-controlled environment. The noise level in the environment is usually moderate. May also be required to be outdoors inclement weather and work irregular hours.

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| **Essential Requirements/Competencies** |
| To perform the job successfully, an individual should demonstrate the following competencies:  **LOVE**   * Improves the reputation of Christ by personal interactions with others.   **PROFESSIONALISM**   * Is consistently at work and on time. * Arrives at meetings and appointments on time. * Meets deadlines and fulfills commitments with thorough follow-through. * Proactively measures work to ensure learning, improvement and success * Communicates effectively in written form * Interacts well with staff members, clients, donors, and the public. * Professionalism in manner and dress. * Communicates effectively in written form.   **LEADERSHIP**   * Meets deadlines. * Thinks creatively. * Plans strategically. * Executes tasks thoroughly. * Can handle high pressure and stressful situations. * Sets a godly example for staff and clients. |
| **Physical Requirements** |
| **Daily Physical Demands**   * Able to stand for periods of time while working. * See and hear. * Speak English clearly and fluently. * Walk from one location to another – stocking kitchen with food. * Walk, climb, balance, and stoop, reach with hands and arms, use hands to finger, handle or feel. * Lift up to 35 pounds. |
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| **Staff Signature:** |  |
| **Print Staff Name:** |  |
| **Supervisor Signature:** |  |
| **Print Supervisor Name:** |  |
| **Date:** |  |