

Medicine Hat Catholic Board of Education



Competition #453

Fixed Chef 0.64 FTE – 4.50 hours/day weekdays, 22.50 hours/week at Monsignor McCoy High School

Start Date: When suitable candidate is found for the 2022/2023 school year

End Date: June 16, 2023

Closing Date for Applications: Open until suitable candidate is found

Medicine Hat Catholic Board of Education is a publicly funded, vibrant part of the public education system in Alberta serving 2700 students in 9 schools with 350 employees. We are dedicated to providing the highest quality Catholic education in faith based classrooms in partnership with *Family, Church and Community*.

Monsignor McCoy High School has a student population of approximately 520 students
(Grades 10-12)

Description: The ideal candidate should possess a combination of education and experience that would serve to enhance the school, staff and students at Monsignor McCoy High School.

The successful candidate must:

- Prepare, cook, serve, and store food safely using food handling practices and procedures
- Create the daily breakfast/lunch menu using healthy choices and following portion control standards to serve during flex/lunch periods
- Manage food inventory based on calculated need
- Utilize proper sanitation methods when cleaning workspace
- Collaborate with the Teacher overseeing food studies to provide class demonstrations and instruction to students both individually and in a group setting
- Must have a positive attitude, exceptional leadership, organization, and time management skills
- Must be capable of working in a fast-paced, multi-task, team-oriented environment
- Possess excellent interpersonal skills with an ability to communicate with staff, students, parents and visitors

Qualifications and Skills:

- Formal culinary training from a recognized institution or a combination of education/experience
- Food Safety Alberta certification required
- Basic computer skills an asset

As part of a commitment to Catholic education for the students of the Medicine Hat Catholic Board of Education, and as a condition of employment, an individual taking employment within the Division, will undertake to follow, both in and out of your employment with the Division, a lifestyle and deportment in harmony with Catholic Church practices and beliefs which include, among other things, living in harmony with the principles of the Gospel and teachings of the Catholic Church.

For more information, please contact: Mr. Chuck Hellman, Deputy Superintendent at (403) 502-8352.

Reply with Cover Letter, Resume, and [Support Staff Application Form](#), along with current pastoral reference (if available) to resumes@mhcbce.ab.ca. Please reference the Competition # on the cover letter. A [Police Information Check](#) including Vulnerable Sector Search and [Alberta Children's Services Intervention Record Check](#) will be required upon commencement of employment.

Visit us at [Medicine Hat Catholic Board of Education](#)
Great Schools – Fantastic Staff – Exceptional Student Programming

We thank all those that apply. Only those selected for an interview will be contacted.