



Job Posting:

Student Nutrition Program Community Development Coordinator

Job Description

The Student Nutrition Program Coordinator animates the community development component of Student Nutrition Programs across the City of Toronto, in partnership with Student Nutrition Ontario -Toronto.

Duties include (but are not limited to):

Student Nutrition Program Support

- Work directly with the school, community, local program coordinators and volunteers, and in partnership with Student Nutrition Ontario – Toronto staff, to implement and develop Student Nutrition Programs and to offer ongoing support and capacity building to ensure their sustainability.
- Work one on one with sites implementing new programs, training new coordinators or changing program type.
- Develop and create tools and resources as needed to support SNP coordinators and volunteers
- Support the Senior Coordinator in developing community awareness about SNPs to community groups and municipally elected officials

Administration

- Report, and keep up to date, all types of site contact.
- Complete daily timesheet, accounting for all time spent in the position of animator
- Development and upkeep of Student Nutrition Program Community Development team templates and reporting forms
- Other administrative duties as required

Reports to: SNP Senior Coordinator

Salary: \$19.38 per hour, 25 hours per week, until 26th June 2020

Required Qualifications, Knowledge and Experience

- 1+ years of experience working in/with a Student Nutrition Program
- 1+ years of experience working with volunteers and multiple partners
- Proficient in word, excel, google docs/sheets
- Demonstrated ability to work on multiple projects



How to apply: Please email your resume and cover letter to hr@foodshare.net

Deadline for applications: Monday, 16th September 2019

Please note:

FoodShare is an equal opportunity employer committed to diversity and inclusion. We are pleased to consider all qualified applicants for employment without regard to race, color, religion, sex, sexual orientation, gender, national origin, age, disability, protected veterans status or any other legally-protected factors.

If you feel you need accommodation because of illness or disability during the application process, please do not hesitate to contact Human Resources at your earliest convenience – hr@foodshare.net. You will also be briefed on FoodShare's policies regarding accommodation and the Accessibility for Ontarians with Disabilities Act. Please note that only candidates selected to move forward in the hiring process will be contacted.

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