Chef De Cuisine

Epiphany Center, a non-profit social services agency in San Francisco, provides client-centered care to a diverse population of children, women, and families who are the most vulnerable in our society. Our purpose is to strengthen family life and to enhance the physical, social-emotional, intellectual and spiritual growth of each person in our care.

POSITION OVERVIEW
The Chef De Cuisine is responsible for creating balanced and nutritional meals for women who are recovering from substance abuse.

QUALIFICATIONS
To perform this job successfully, an individual must be able to perform the essential job duties and meet the qualifications as listed below:

1. Must have a culinary degree or three years of experience managing a kitchen.
2. Must have culinary teaching experience and be able to facilitate cooking classes to a diverse population of women.
3. Must be able to plan and execute a nutritionally balance menu for all clients and their children.
4. Ability to efficiently manage a comprehensive kitchen budget.
5. Able to effectively utilize ordering platforms for food delivery.
6. Maintains a valid CA Driver's License and good driving record.
7. Maintains working knowledge of nutritional practices.
8. Experience in food safety management services.
9. Requires knowledge of menu planning and proper operation of kitchen equipment.
10. Ability to teach clients basic culinary skills and facilitate cooking classes.
11. Must meet agency conditions for employment including requirements for Child Abuse Index, Fingerprinting clearances and CA Driver's License.
12. Ability to perform food preparation for large agency functions (80-100 people) once or twice a year.
13. ServSafe Certified
14. *Relevant coursework in nutrition a plus.*

1. Meets weekly with Chief Operating Officer for on-going supervision.
2. Supervises, instructs, and counsels clients in food preparation, nutrition, menu planning, and other home economic activities individually and in groups.
3. Oversees the menu planning, food ordering and inventory.
4. Manages all requirements: state licensing requirements, San Francisco and State Board of Health requirements, Food Bank requirements.
5. Prepares food as necessary for residents and for special events, in conjunction with clients and program staff.

6. Maintains a sanitary environment in all areas of the kitchen and dining room and ensures proper disposal of recycling, compost and trash.
7. Ensures safe functioning and care of equipment and appliances.
8. Orders, stores, and distributes kitchen supplies.
9. Maintains records according to policies and needs of the Business Office (inventory, recap sheets, receipts, and purchase orders, etc.).
10. Reads and interprets (and practices) department documents such as safety rules, operating and maintenance instructions, and procedure manuals.
11. Practices and models excellent food and safety hygiene for clients.
12. Appropriately handles sensitive and confidential information.
13. Effective in problem resolution.
14. Effectively communicates with coworkers (individual and groups), clients, and all personnel associated with outside agencies.
15. Required to drive agency vehicles.
16. Performs effectively and professionally under pressure.
17. Acknowledges safety policies and procedures and reports potentially unsafe conditions.

BENEFITS
This is a full time position (40 hours/week) with excellent benefits including medical, dental, vision, employer-paid life insurance, commuter benefits, 401K retirement plan, Aflac voluntary plans, paid holidays, and vacation and sick leave.

APPLICATION PROCESS
To apply for this position, please submit your resume with a cover letter to
hrjobs@TheEpiphanyCenter.org.

Epiphany Center is committed to workforce diversity. Qualified applicants will receive full consideration without regard to age, race, color, religion, gender, sexual orientation, health status or national origin.