

<b>Position title</b>	<b>Cook Mentor</b>
<b>Award</b>	Hospitality Industry (General) Award 2010
<b>Classification</b>	Level 6 cook (tradesperson)
<b>Hours per week</b>	Full time fixed term (6 months) with possibility of extension
<b>Reports to</b>	Project Manager – Laneway Food Enterprises
<b>Position holder</b>	Vacant

### **Cook Mentor needed.**

We are looking for a skilled Cook to prepare delicious meals, influence the menu and have great time management skills. The role will train, mentor and support young people with additional needs and women from culturally and linguistically diverse backgrounds across the Wimmera who face social isolation and economic exclusion, including significant barriers to employment.

### **The Cook Mentor will:**

- Prepare meals (take away/delivery as per menu) catering, meal delivery and food van
- Undertake baking as required
- Contribute to the menu design
- Ensure great presentation of all food
- Keep a clean and orderly environment in the kitchen, whilst adhering to good food standards and safety practices.
- Monitor stock and place orders as required
- Support participants in a patient and caring manner
- Enjoy being part of a team who works together to achieve great outcomes

### **Key Selection Criteria**

#### ***Essential***

- Ability to work flexible hours if required
- Experience training, mentoring and supporting work experience participants
- Experience working with women from culturally and linguistically diverse backgrounds and/or young people with additional needs
- Current food handling certificate

#### ***Desirable***

- Certificate IV in Commercial Cookery with 3 years relevant work experience
- First Aid Certificate
- A current Victorian motor vehicle licence
- Current Food Safety Supervisor certificate

## Cook Mentor

### ***Personal attributes***

- Innovative
- Patient and calm
- Self-disciplined
- Ethical and honest
- Determined and positive

### **Conditions of employment**

- All terms and conditions of employment are in accordance with the Hospitality Industry Award 2010 and the National Employment Standards
- The employee agrees to abide by all health and safety rules and requirements, policies and procedures of the employer that may be amended from time to time
- This appointment is subject to Police check, Working with Children Check and Disability Worker Exclusion Scheme

### **Chief Executive Officer review and approval:**

I have reviewed and approve the above position description

Signature: \_\_\_\_\_ Date: / /  
**Robbie Millar - Acting Chief Executive Officer**

### **Employee statement**

I have read, understand and agree to the above position description

Name:

Signature: \_\_\_\_\_ Date: / /