



**FOOD SERVICE WORKER – 065R1-24-3**  
**Iroquois Lodge, Health Services**  
**Part-Time**

Applications will be received by Six Nations of the Grand River and Grand River Employment & Training (GREAT) up until 4:00 p.m. EST, Wednesday, **August 7, 2024**, for the **Food Service Worker with Iroquois Lodge, Health Services**. The Six Nations of the Grand River Application for Employment Form, Job Posting and Job Description are available for printing from the [www.greatsn.com](http://www.greatsn.com) website. Online applications accepted through <https://www.vscyberhosting.com/sixnations/>. **NO LATE APPLICATIONS ACCEPTED.** Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community.

**JOB SUMMARY:** The **Food Service Worker** Reports to and works under the direction and supervision of the Food Services Supervisor.

**PURPOSE & SCOPE OF THE POSITION:**

The Food Service Worker provides assistance to the Food Services Department and the Administration in the performance of statutory/operational nutrition and hydration services. The Food Service Worker will also perform other duties as assigned.

The Food Service Worker will assist with the provision of nutritional necessities in a safe, clean environment to all residents of the Lodge within the policies and procedures as established by the Administrator/Manager of Iroquois Lodge and the Ministry of Health and Long Term Care.

<b>Type</b>	Part Time
<b>Closing Date</b>	August 7, 2024
<b>Hours of Work</b>	Variable up to 24 hours/week
<b>Wage</b>	\$23.08 per hour

\*A competitive compensation package will be offered commensurate with qualifications. \*

**BASIC QUALIFICATIONS:**

**Minimum Requirements:**

- Current Food Handlers Certificate, or willing to train/re-certify.
- Current First Aid & CPR, or willing to train/re-certify
- Medical certificate of good health and up to date immunization record including willingness to have yearly influenza vaccination.
- Provide proof of COVID vaccination
- Experience working in a restaurant or long-term care setting

Six Nations Elected Council is an equal opportunity employer and will seek to accommodate the needs of individuals with disabilities in a manner that most respects their dignity. All candidates are encouraged to apply. Applicants from Six Nations and other First Nations will be given preference to deliver programs and services in a First Nations community. Based on the need to provide qualified professional services, only those applicants meeting the minimum requirements will be invited for an interview.



**Other Related Skills:**

- Ability to provide a Criminal Reference Check (Vulnerable Persons Screening) prior to beginning employment.
- Willingness to participate in facility and community emergency events as required.
- Food Service Workers are as essential service at Iroquois Lodge, and as such may be required to stay beyond their normal hours of work in order to guarantee continuity of service to Residents.

**SUBMISSION PROCEDURE: (Choose one method ONLY):**

**Method #1: Online**

1. Please visit: <https://www.vscyberhosting.com/sixnations/> to access our job board and follow the directions to apply.
2. Please ensure all required documents are provided/uploaded with your application package, which include:
  - a. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
  - b. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
  - c. Copy of your education diploma/degree/certificate and transcript.
3. If you have any questions or need assistance please reach out to Sydney Lewis, HR Business Partner at 519-445-2223 ext. 5755 or via email at [HRGen@sixnations.ca](mailto:HRGen@sixnations.ca).

**Method #2: GREAT – Applications must include all of the following:**

1. Printed, filled in and authorized Six Nations of the Grand River Application for Employment Form.
2. Cover letter including your band name and number (if applicable). Please indicate in your letter how your education and experience qualifies you for this position.
3. Recent resume clearly identifying that you meet the Basic Qualifications of this position as stipulated above.
4. Photocopy of your education diploma/degree/certificate and transcript.
5. Place all documents listed above in a sealed envelope and mail to or drop off at:

**Food Service Worker – Part Time – 065R1-24-3**

c/o Reception Desk  
Grand River Employment & Training (GREAT)  
P.O. Box 69, 16 Sunrise Court  
Ohsweken, Ontario N0A 1M0



## POSITION DESCRIPTION – HEALTH SERVICES

**POSITION TITLE:**                      **Food Service Worker**

**REPORTING RELATIONSHIP:**

Reports to and works under the direction and supervision of the Food Services Supervisor.

**PURPOSE & SCOPE OF THE POSITION:**

The Food Service Worker provides assistance to the Food Services Department and the Administration in the performance of statutory/operational nutrition and hydration services. The Food Service Worker will also perform other duties as assigned.

The Food Service Worker will assist with the provision of nutritional necessities in a safe, clean environment to all residents of the Lodge within the policies and procedures as established by the Administrator/Manager of Iroquois Lodge and the Ministry of Health and Long Term Care.

**DUTIES & RESPONSIBILITIES:**

**1. Technical Functions:**

- Serves food to residents as assigned.
- Sets individual place settings according to Resident Seating Plan, ensuring any adaptive devices required by the Resident are available (special utensils, cups, straws, plates, etc.)
- Follows specific procedures as listed on the Job Routines and/or as assigned by the Food Services Supervisor.
- Cleans kitchen areas as assigned by Food Services Supervisor using correct cleaning and sanitizing products and procedures.
- Assists in maintaining a safe environment for residents and staff by following safety policies and procedures and reporting hazardous situations in the appropriate manner.
- Assists in maintaining a safe, neat, clean environment for residents and personnel.
- Attends in-service education programs and participates in learning needs assessment.
- Willingness to assist and/or perform duties (i.e. mop up of spills, serving of beverages to residents at meals, storing of bi-weekly food order).
- Maintains high standards of personal cleanliness and presents for work in proper, clean dress attire.



- Practices safety-good body mechanics usage as per nursing home policies.
- Assists in the training, guiding and supporting of new staff through the orientation period.
- Is aware of the Resident Bill of Rights and endeavours to respect and promote it.
- Must be able to stand, walk short distances, lift up to 10 kilograms (approximately 20 pounds) and be able to operate various pieces of kitchen equipment.
- Specific procedures will be listed on Job Routines and/or assigned by the supervisor.
- Perform other duties as assigned.

## 2. **Communications Functions:**

- Effective liaison with supervisors, staff, resident, resident family, community members, compliance advisors, the general public and Iroquois Lodge either in person or through telecommunications.
- Participates in labour/management issues, i.e. grievance procedures and labour management relations as required under Six Nations Policies and Procedures.
- Represent Iroquois Lodge and community in a positive, courteous, cooperative and professional manner.
- Maintain confidentiality with regard to residents, staff and the internal affairs of Iroquois Lodge.

## 3. **Administrative Functions:**

- Performs work functions in accordance with Iroquois Lodge policies and procedures.
- Ensures submission of documents to Administrative office as required.
- Must be willing to attend pertinent educational and/or job related workshops, in-services and conference

## 4. **Other Functions:**

- Performs other duties as requested by the Food Services Supervisor.
- Provides support to the Six Nations Emergency Measures Plan by ensuring awareness of the Emergency Measures Plan and assistance as instructed by the Director of Health Services

## **WORKING CONDITIONS:**

- A Food Service Worker must have physical strength and endurance to sustain the physical work demand as they spend long hours standing and walking about from task to task, and are required to lift and carry equipment and supplies. They must be prepared to work in hot, cold and humid environments.



- A Food Service Worker must be reliable, adaptable to fast-paced activities and changes, able to remain calm in hectic circumstances, able to plan and organize their tasks, and be a strong team player.
- A Food Service Worker must be able to work shifts on a rotation basis, including holidays and weekends. They must also be prepared to work long hours when required.

### **WORKING RELATIONSHIPS:**

#### **With the Food Services Supervisor**

Receives direction, guidance and discusses plans, priorities or interacts to ensure tasks are done efficiently and effectively at all times.

#### **With Iroquois Lodge Staff, Residents, Families, Volunteers and Visitors**

Exhibits courtesy, cooperation and performs as a part of a team with all Iroquois Lodge staff. Represents and promotes Iroquois Lodge in a courteous, positive and co-operative manner, and provides assistance to residents when necessary.

### **KNOWLEDGE SKILLS:**

#### **Minimum Requirements:**

- Current Food Handlers Certificate, or willing to train/re-certify.
- Current First Aid & CPR, or willing to train/re-certify
- Medical certificate of good health and up to date immunization record including willingness to have yearly influenza vaccination.
- Provide proof of COVID vaccination
- Experience working in a restaurant or long-term care setting

#### **Other Related Skills:**

- Ability to provide a Criminal Reference Check (Vulnerable Persons Screening) prior to beginning employment.
- Willingness to participate in facility and community emergency events as required.
- Food Service Workers are as essential service at Iroquois Lodge, and as such may be required to stay beyond their normal hours of work in order to guarantee continuity of service to Residents.

### **IMPACT OF ERROR:**

Errors in judgement and in the conduct of duties could lead to loss of credibility, poor public relations, confusion, duplication of effort and misinformation being given to the



Director of Health Services, Human Services Committee, Six Nations Elected Council, Government Agencies and the public.

**CONTROL:**

Guiding principles set by Health Services Department and Six Nations Elected Council. Works within the administrative policies and procedures established by the Six Nations Elected Council for the Health Services Department and other legislation provided by the respective governments.