



Kitchen Manager - Harvest Ministry FAC Deerfoot (40 hours per week)

First Alliance Church is seeking a Kitchen Manager to lead the operational integrity, financial stewardship, inventory control, food safety compliance, and volunteer onboarding of all culinary, retail, and catering spaces within Harvest Ministry. Serving across the Main Kitchen, Harvest Bistro, Cornerstone Café, and Catering Operations, the Kitchen Manager provides overall leadership by developing operational systems, maintaining financial oversight, building vendor relationships, enforcing safety protocols, and stewarding an environment where staff and volunteers serve with joy and excellence.

Role Specifics

- Establish inventory audit routines across food, beverage, packaging, and cleaning supplies; manage purchase approvals, supplier relationships, order coding, and food costs (COGS).
- Oversee daily sales reporting, cash management, deposits, till reconciliations, and financial reporting.
- Enforce equipment maintenance logs, master equipment SOPs, food safety regulations, SDS compliance, and emergency action protocols.
- Collaborate with Event Bookings on catering menus and partner with the Chef on seasonal Bistro and Café menu planning and allergen matrices.
- Lead the volunteer management system (onboarding, orientation, scheduling, and training matrices) and directly supervise the Chef and Café & Bistro Coordinator.

Qualifications

- Alignment with First Alliance Church's statement of faith, ministry vision, and values.
- 3+ years of commercial kitchen management or food-service leadership experience.
- Valid Alberta Food Safety Certification or equivalent.
- Strong organizational, communication, and team-building skills with a servant-leadership mindset.

Application Process

Submit a cover letter and resume by email to Paul Barnett, Operations Manager: pbarnett@faccalgary.com.

Please note that candidates must be legally entitled to work in Canada and will be required to provide related documentation at the time of application.

*This posting will remain open until a suitable candidate is found.
You will be contacted if we wish to proceed with an interview process.*