



Cook – FAC Deerfoot Campus

(40 hours per week)

Role Description

To lead all back-of-house culinary execution for the Harvest Ministry of First Alliance Church at the FAC Deerfoot location, ensuring every meal prepared for catering events, the Bistro, and ministry offerings reflects culinary excellence, strict food safety, precise inventory management, and the heart of Christ.

Position Purpose & Responsibilities

To oversee back-of-house kitchen operations, including food preparation, batch cooking, BEO event catering execution, end-of-day food transfers, and support for seasonal Bistro menus. The Cook ensures high quality, safety, and presentation while conducting weekly BOH inventory counts, training culinary volunteers, enforcing equipment cleaning SOPs, and maintaining an encouraging, efficient kitchen culture. The specific areas for which you will be held responsible and accountable are defined as:

All Staff

- Participate in all staff meetings, retreats, training, and cross-campus events.
- Maintain a lifestyle consistent with Biblical standards for Christian behaviour.
- Attend weekend worship services at First Alliance Church.
- Evaluate effectiveness of processes and programming in ministry area.
- Ensure maintenance of accurate statistical records for ministry area activity.

Role Specifics

Culinary Execution & Production Workflow (35%)

- Execute production for catering, Bistro items, and weekend offerings according to master recipes, maintaining strict portion control and batch cooking standards.
- Manage daily prep list processes, weekly production planning, catering workflows, and BEO banquet event execution.
- Oversee end-of-day food transfers, food transfers to other departments, and proper leftover/food donation/disposal handling.
- Maintain quick-reference guides for safe cooking temperatures, reheating, cooling, portioning, and allergens.
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Kitchen Safety, Food Storage & Compliance (25%)

- Maintain strict sanitation and food safety standards across prep, cold storage, and dry storage areas according to Alberta Health Services regulations.
- Enforce food storage standards, formal shelf-life charts, date labelling, secondary labelling, vacuum-sealed product handling, and cooling/freezing procedures.
- Enforce strict raw/ready-to-eat cross-contamination protocols, colour-coded cutting board usage, and FIFO receiving/rotation.

- Execute quick action guides for walk-in cooler/freezer failures, power outages, water shutoffs, and food temperature excursions.

Equipment Maintenance & Cleaning Operations (20%)

- Enforce daily, weekly, and monthly cleaning schedules for kitchen floors, counters, prep tables, dish areas, sinks, shelving, walls, coolers, freezers, ceiling vents, hood filters, and coils.
- Execute equipment-specific startup, shutdown, cleaning, and maintenance SOPs for ovens, combi ovens, steamers, griddles, fryers, dishwashers, mixers, slicers, and specialty equipment.
- Complete daily cleaning verification sheets, deep-clean checklists, and log equipment malfunctions for repair.

BOH Inventory, Menu Support & Volunteer Leadership (20%)

- Conduct weekly BOH inventory counts (food, packaging, cleaning supplies), generate order lists, and inspect incoming deliveries for quality, temperature, and quantity.
- Partner with the Kitchen Manager on recipe costing, menu costing, and seasonal menu/recipe approval processes.
- Train, delegate, and mentor staff and volunteers on kitchen orientation, safe equipment operation, sanitation, and food safety.
- Lead pre-event kitchen huddles to align spiritual tone, safety, and service expectations while fostering a Christ-centred kitchen culture.

Breakdown of Role (by %)

- Culinary Execution & Production Workflow: 35%
- Kitchen Safety, Food Storage & Compliance: 25%
- Equipment Maintenance & Cleaning Operations: 20%
- BOH Inventory, Menu Support & Volunteer Leadership: 20%

Qualifications

- Alignment with First Alliance Church's Statement of Faith, ministry vision, and values.
- Culinary degree/diploma or Red Seal certification preferred; equivalent commercial kitchen experience required.
- Valid Alberta Food Safety Certification.
- Expertise in batch preparation, volume catering, and standardized recipes.
- Servant-hearted attitude with a passion for teaching and encouraging volunteers.

Accountability

This position reports to the Kitchen Manager at FAC Deerfoot.

Application Process

Please submit your cover letter and resume to Paul Barnett, Operations Manager: pbarnett@facalgary.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.