

## Harvest Café/Bistro Coordinator Deerfoot Campus

(40 Hours per week)

First Alliance Church operates a commercial kitchen that serves food at its Café and Bistro, as well as at events and banquets at the Deerfoot Campus. The Café/Bistro Coordinator is responsible for the operation and staffing of the Café and Bistro during the week, for weekend services, and special events. They will work with the Harvest Ministries Director.

## **Role Specifics**

- Assist the Harvest Ministry Director in recruiting and training volunteers
- Supervise the Café & Bistro for weekdays, weekends, and special event service
- Assist in inventory control by informing management of what needs to be ordered
- Preparing and serving food and specialty beverages
- Encourage, support and appreciate volunteers
- Schedule volunteers
- Cleaning and maintenance of Café & Bistro area and equipment
- Set up and tear down of all counters and equipment
- Cash out Café & Bistro sales at the end of each day
- Any other duties that may be assigned to you from the Harvest Ministries Director

## **Qualifications**

- Must be available to work on weekends
- Must be a good physical health to push, pull and carry items
- Previous food services experience is an asset
- Previous ministry experience is helpful
- Good interpersonal and communication skills
- Strong organizational skills
- Flexible approach to changing priorities and duties
- Be a Canadian citizen or legally entitled to work in Canada

## **Application Process**

Submit a cover letter and resume by email to Ricardo Medina, Harvest Ministries Director: rmedina@faccalgary.com.

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