

Job Title: Kitchen Manager

Location: Craig Community Kitchen at St. Michael's Church

Job Type: Full-Time

Salary: \$20 per hour (Maximum of \$41,600 annually)

Job Summary

We are seeking a dedicated and passionate Kitchen Manager to oversee and assist in meal preparation and service at our community kitchen. This position plays a vital role in delivering nutritious meals to our community and supporting our volunteer workforce.

Key Responsibilities

- **Volunteer Workforce Management:**
 - Oversee and coordinate the volunteer workforce supporting meal preparation and meal service.
- **Community Dinners:**
 - Organize and facilitate free community dinners offered twice weekly.
- **Meal Preparation:**
 - Prepare pickup meals for residents who need convenient, ready-to-warm meals.
- **Event Coordination:**
 - Plan and host community gatherings and special events to foster connection and support.
- **Revenue Generation:**
 - Manage earned revenue activities, including catering, prepared meal sales, and operating a small coffee and baked goods café on a donation basis.

Expected Outcomes

- Serve approximately 30,000 meals annually.
- Maintain a volunteer base of more than 50 active volunteers supporting operations.
- Ensure reliable access to nutritious meals for households experiencing financial hardship.

- Create a welcoming community gathering space that fosters dignity, connection, and support.

Qualifications

- Experience in kitchen management or a similar role is preferred.
- Strong leadership and organizational skills.
- Ability to work collaboratively with volunteers and staff.
- Passion for community service and providing nutritious meals.

How to Apply

Interested candidates should submit their resume and a brief cover letter outlining their relevant experience to Mccommunity@unitedwayyv.org