



TL'ETINQOX GOVERNMENT

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Position Title: Raven's Nest Child Care Center/Cook

Employment Type: Contract - Contingent on annual program funding

About the Position

Raven's Nest Child Care Center, located within the Tl'etinqox Government, is a thriving indigenous community deeply rooted in culture, heritage, and breathtaking natural surroundings. We are committed to nurturing the growth and well-being of our youngest member through high-quality early learning programs.

Reporting to the Daycare manager, the Cook plays a vital role in supporting the health and well-being of children in the 3–4-year-old program and the 5-13-year-old after-school program. This position is responsible for planning and preparing nutritious, balanced meals that meet the dietary needs of young children while accommodating allergies, cultural preferences, and special dietary requirements.

The Cook maintains a clean and organized kitchen environment, follows all food safety regulations, and works closely with daycare and after-school staff to support positive mealtime routines. This role also supports children's learning by introducing traditional and healthy food practices and incorporating Tl'etinqox culture, values, and language into mealtimes. Occasional cooking support for community culture camps may also be required.

Compensation and Benefits

- **Starting Wage:** \$20.00–\$24.50 per hour
- Paid sick leave in accordance with Tl'etinqox policies.
- Opportunities for professional development related to early childhood education, language revitalization, and cultural learning.

Key Responsibilities

- Plan and prepare nutritious, balanced meals and snacks for children aged 2 ½ - 13-year-olds
- Accommodate food allergies, special diets, and cultural preferences
- Follow food safe regulations, Canada's food guide, and health and safety standards
- Maintain and clean, organized, and safe kitchen environment
- Manage food inventory and order supplies as needed
- Collaborate with daycare and after-school – age staff to ensure meals align with daily schedules
- Support children's learning about traditional foods and healthy eating practices

Knowledge, Skills, and Abilities

- Knowledge of meal planning, food preparation, and food safety in a childcare or institutional setting
- Ability to prepare nutritious meals suitable for young children
- Strong organizational and time-management skills
- Knowledge of food safe regulations and relevant health and safety standards
- Experience with inventory management and ordering supplies
- Ability to work independently and collaboratively as part of a team
- Commitment to maintaining a safe and hygienic kitchen

Successful Additional Requirements

- Completion of a criminal record check (to be obtained through the daycare)
- Commitment to the values, culture, and policies of the Tl'etinqox government
- Successful completion of a Criminal Record Check (to be obtained through the daycare)
- Proof of certification required prior to employment

Closing Date: Open until filled

Applications will be reviewed as they are received. Early applications are encouraged. Only candidates who meet the criteria will be contacted for an interview.