



Employment Opportunity

**YMCA Northumberland is currently accepting applications
for the following Part-Time position:**

Dietary Assistant, Children's Services Cobourg YMCA

Position Summary:

Under the direction and supervision of the Dietary Manager, the Dietary Assistant provides support in the areas of food prep, baking, grocery shopping, dishes and clean-up. The Dietary Assistant will help maintain highly nutritious menus as well as high sanitary standards at all times. The Dietary Assistant will be required to transport food to Full Day Child Care Centres and will require a valid driver's license to do so. Where appropriate and as circumstance requires, the Dietary Assistant may be asked to cover shifts within a Child Care program. This position works on a Monday to Friday schedule.

This part-time position will be paid within the range of \$17.50 - \$18.00 per hour based on approximately 25-30 hours per week.

Key Responsibilities:

- Ensures safe preparation of healthy and delicious lunchtime meals for children and youth birth—12 years of age
- Planning of rotating menu following suggestions from the Canada Food Guide and local Health Unit recommendations
- Adjust menu as required
- Food preparations, cooking and safe storage in accordance with health ministry guidelines
- Creating food shopping lists with Dietary Manager
- Purchasing/shopping for food and supplies
- Cleaning kitchen and dishes
- Cover frontline in Child Care as needed
- Driving is required

Job Qualifications:

- Minimum 18 years of age
- Current Standard First Aid/ CPR "C" certification
- Must complete Food Safety Handlers Course prior to first day of work
- Police Vulnerable Sector Check required prior to first day worked
- Experience in a food service-related industry is an asset
- Must have valid driver's license



Employment Opportunity

YMCA Northumberland is a growing service organization and charity, with over 300 employees and 130 volunteers based out of Cobourg with Membership Centres in Cobourg, Brighton and Campbellford. YMCA Northumberland also operates 24 licensed Child Care Centres and 5 EarlyON Child and Family Centres focusing on child development across Northumberland. At YMCA Northumberland, we celebrate and embrace diversity in all its forms. We welcome applicants of all orientations, genders, ethnicities, abilities, and backgrounds. We believe that a diverse workforce enriches our community and fosters innovation. We are committed to creating an inclusive environment where everyone feels valued and empowered to contribute their unique perspectives.

Accommodation is available on request for candidates taking part in all aspects of the selection process.

Together, we strive to build a brighter future for all.

Join YMCA Northumberland in building a community where everyone can shine! We strive to offer vital programs and services that nurture the spirit, mind, and body to ignite the potential in everyone, wherever they may be in their life journey

Please submit a letter of application, resume and copies of all qualifications by July 11th, 2025 to:

Amanda Smith, Manager – Recruitment and Retention, Children’s Services
YMCA Northumberland
339 Elgin Street West, Cobourg, Ontario K9A 4X5
amanda.smith@nrt.ymca.ca

We appreciate all applications. However, only those being considered for the position will be contacted.