



JOB DESCRIPTION

Job Title: Food Service Worker	Department: Food Services	Division: Bonnechere Manor	Reports to: Food Service Supervisor
Revision Date: November 2007	Salary Grid:		

Approval:	Department Head	_____
	Supervisor	_____
	Employee	_____
	Staff Administration Committee	_____

Position Summary:

Under the direction of the Food Service Supervisor or designate, is responsible for all aspects of the delivery of food service ensuring high standards in a sanitary environment. Consistent with the Mission and Philosophy of Bonnechere Manor, contributes to the efficient operation of the Dietary department within an interdisciplinary resident-focused team.

Qualifications:

- Grade 12 graduate or equivalent combination of education and experience
- Certificate – Food Service Worker Program, as approved by the Ministry of Training, Colleges and Universities and recognized by the Ministry of Health and Long-Term Care OR Diploma – Cook/Chef course from an established college or have attained Interprovincial Standards Red Seal Program status or an equivalent program as determined by the employer
- Certificate – Food Safety Awareness Program, as approved by a Public Health Unit,
- Experience in Long Term Care setting preferred,
- Excellent verbal and written English communication and organizational skills with an ability to work with others in a team environment,
- Physically capable of performing assigned duties,
- Ability to perform shift work requirement in a 24 hour a day, 7 day a week operation,
- Demonstrated regular attendance in keeping with the County Attendance Support Program,
- Ability to meet and maintain health requirement standards of the Home as per Long Term Care Legislation.

Position Responsibilities:

Supports the ongoing operation of the Dietary department through the completion of the following duties:

1. Performs the responsibilities of the position within the legislative and regulatory standards set out in the applicable Provincial and Municipal Acts. Performs the responsibilities of the position consistent with the Operational policies of the County of Renfrew.



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2. Monitor, assess, transport and restock unit specific supplies to efficiently provide high quality food service.
3. Proportion and serve food, attractively displayed based on resident choice and preference to meet individual dietary requirements at the required times.
4. Supports the continuous quality improvement (CQI) initiatives of the department by providing constructive ideas and solutions to problems and challenges involving;
 - prudent use of resources and control waste,
 - reporting to supervisor abnormal use of supplies,
 - participating in continuing education, relevant to Long-Term Care, to ensure skills and abilities are maintained and enhanced,
5. Evaluates on an ongoing basis the overall acceptance of meal service including portions, palatability and waste and communicate results to cook.
6. Demonstrates initiative to meet resident needs consistent with resident-focused care approach by;
 - participating in establishing and maintaining a home-like environment including the dining experience,
 - participating in special theme dinners,
 - responding to and assisting any employee in need of help,
 - participating in interdisciplinary committees as required,
 - demonstrating ability to respond positively to last minute changes that may occur
7. Create a facility environment that protects the confidentiality of residents, staff and activities of Bonnechere Manor.
8. Protects own health and health of others by adopting safe work practices, reporting unsafe conditions immediately, and attending all relevant in-services regarding occupational health and safety. Follows all guidelines for employees and employers as legislated under the Ontario Occupational Health and Safety Act.

The foregoing description reflects the general duties necessary to describe the principal functions of the job identified and shall not be construed to be all of the work requirements that may be inherent in this classification.