



NORTHVIEW COMMUNITY CHURCH

JOB DESCRIPTION

Kitchen Director

DEPARTMENT:	Kitchen
REPORTS TO:	Associate Campus Pastor
ALLOTTED HOURS:	15 hours/week
PRIMARY LOCATION:	Mission Campus
POSTED:	July 2, 2021
ANTICIPATED START:	August 2021

MINISTRY CONTEXT

The person called to this ministry must be in agreement with Northview's confession of faith, mission, vision and core values and must have a passion for the ministry of the church. The incumbent must also have the qualifications of an Deacon, as outlined in I Timothy 3.

PRIMARY FOCUS

Overseeing the kitchen and food services for use by all ministries of the Mission Campus.

MINISTRY RESPONSIBILITIES

1. Food Donation Oversight - Oversee relationship with Food Bank and other agencies that provide food for the Pantry.
2. Meal planning and prepping - Oversee weekly meals for the Pantry, youth and other ministries
3. Food Ordering - Maintain appropriate stock for the kitchen and the Pantry
4. Coordinates kitchen volunteers.

STATEMENT OF RELATIONSHIPS

The Kitchen Director (Mission Campus) will report directly to the Associate Campus Pastor. The Associate Campus Pastor reports directly to the Mission Campus Pastor.

QUALIFICATIONS

- A servant's heart is ideal.
- Strong belief in the blessings of table fellowship and hospitality is deemed valuable.
- Creative thinking, safe food handling, and good stewardship of various donated goods is essential.
- Previous food service experience is required with industrial kitchen experience preferred.
- Strong cooking experience and the planning of menus is a great asset.
- Evidence of ability in the supervision of volunteers is essential.
- Capability to train teams of food service assistants is critical.
- A valid food safety certificate will be required.
- Agreement with the vision of Northview Community Church and the Mennonite Brethren Confession of Faith is required as well.



NORTHVIEW COMMUNITY CHURCH

JOB DESCRIPTION

Kitchen Director

PERSONAL CHARACTERISTICS

The following characteristics are considered essential for the candidate to be successful in this role:

1. A penchant for leadership development.
2. Creativity and adaptability in menu planning and cooking.
3. Willing to empower others to lead.
4. Ability to have good rapport with people of all ages.
5. Able to communicate clearly.
6. Agrees doctrinally with church leadership on primary and secondary level beliefs.
7. Is known to have a lifestyle that honors and uplifts the name of Christ.

The incumbent must make Northview Community Church his/her home church.