

The Jean Tweed Centre



For Women & Their Families

Cooking Assistance/Meal Prep Volunteer – Palmerston House The Jean Tweed Centre

Volunteer Position Title:

Cooking Assistance/Meal Prep Volunteer

Department:

Palmerston House (Jean Tweed's Transitional Housing program)

Reports to:

Leanna Savion, Palmerston House Manager

Purpose:

To assist and guide residents/clients with meal preparation and cooking, teach basic cooking skills and introduce new recipes as needed. Volunteers do not need to have formal training in cooking but should have sufficient experience with meal preparation and cooking to be able to teach and guide others. Expected commitment would be at least once a week, but could be more often (up to 3x/week), around 2-5pm or 3-5pm. Specific days and hours to be discussed.

Location:

Palmerston House (455 Palmerston Blvd., Toronto)

Qualifications:

Sufficient knowledge and experience with cooking and meal preparation. Able to interact respectfully and supportively with Palmerston House residents. Volunteers must identify as women.

Key Responsibilities:

- *Assist residents with meal preparation and cooking.*
- *Coach and guide residents who have less cooking experience to prepare meals for all residents of the house.*
- *Liaise and problem-solve with Palmerston House staff about any concerns.*

Is this position Client facing?

Yes

Time Commitment:

Specific hours will be confirmed in discussion with the Manager but are expected to be in the afternoons, between 2-5pm. Specific days to be determined.

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Length of Appointment:

The volunteer position is assigned for a period of three months. After three months, the volunteer may be reappointed for another three months at the discretion of the supervisor.

Support:

The Palmerston House Manager and/or other staff will be available for questions and assistance.

Dress Code:

Casual

Security Checks Required:

None

To apply for this posting

Submit your resume to Jana Crawford, Volunteer Coordinator, at janacrawford@jeantweed.com, with "Palmerston House Volunteer" in the subject line of your email.