East Wellington Community Services
HELP LOCALLY- GIVE LOCALLY

Cook – Adult Day Program

East Wellington Community Services (EWCS) is looking for a part-time Cook. EWCS is a community-impact organization that addresses the health and care, transportation and social service needs of individuals and families in East Wellington.

Position Overview:
Demonstrate provision of safe, client and family-focused quality care. Promote wellness and dignity amongst adults with physical, cognitive, social, medical and mental health issues through the delivery of activities, socialization, nutrition and quality care. Determines healthy food needs, orders and purchases items, prepares meals and snacks for the participants within the Adult Day Program and assists as required with the Adult Day Program activities. This includes but is not limited to personal support services, activation, client file notation and daily statistical data entry.

Qualifications:

- Current Food Handlers Certification and two years' experience in food preparation for diverse and frail populations.
- Knowledge and experience in large scale food preparation working in an industrial/commercial kitchen.
- A certificate in Food Preparation from a community college is an asset
- Demonstrated ability to cook fresh, home-made themed specialties, plus healthy vegetarian meals, using a wide variety of fresh ingredients is key
- Ability to maintain a clean kitchen and proper storage of cleaning supplies
- Knowledge working and understanding of Personal Support in relation to (Independent) Activities of Daily Living tasks, following plans of care and case noting an asset.
- Well-developed interpersonal, written and verbal skills and demonstrated ability to form effective working relationships.
- Strong organizational and time-management skills.
- Competence in computer applications such as Microsoft Office, Excel,and Outlook;
- Personal Support Worker Diploma/Certificate an asset
- Current First Aid/CPR certificate - level C an asset
- Current Vulnerable Sector Check is mandatory
- Must possess a valid driver's license and have reliable transportation.

Please send your resume to Francesca Fernandes at Francesca.f@ew-cs.com by Friday, October 30, 2026
Pay: $21.30/hour

We thank all applicants for their interest. We will only contact those selected to attend an interview. EWCS is an equal opportunity employer encouraging applications from qualified individuals from diverse groups including Indigenous peoples, visible minorities, persons with disabilities, persons of all sexual orientation or gender identity and other grounds identified under the Ontario Human Rights Code. EWCS will provide information and/or accommodation pertaining to this job posting and/or the recruitment process in an accessible manner upon request.