

Job Description – Timber Bistro Assistant

Summary of Position:

The Timber Bistro Assistant reports directly to the Timber Bistro Manager of Broadway Church. This is a part-time position to assist with operating the Timber Bistro serving customers and providing a safe, clean and friendly environment for people to enjoy refreshments, food, and fellowship.

This is a part-time hourly position based upon an average of 23 hours per week as per the regularly scheduled hours – Sundays, Tuesdays and Thursdays.

Additional hours may be offered if available.

Responsibilities of Position:

- overseeing all the cash management of the food and drink sales and dinner ticket sales
- operating the coffee equipment and the preparation of the drinks offered
- heating and/or serving the food/snacks offered for sale
- baking the muffins in the kitchen and heating the daily soup, when required
- training and equipping the volunteers to prepare and serve the beverages and food
- Ensures cleanliness of equipment, counters, and service tables
- Assists with queries in the Resource Centre and other general assistance when needed

Skills Required for Position:

- Experience and training in the Food Service Industry
- Current Food Safe Certificate
- Friendly and hospitable with guests and volunteers
- Ability to work independently without direct supervision

Compensation:

- \$22 per hour, paid via direct deposit on the 15th & 30th/31st of each month
- Vacation is payable at 4% of gross earnings per year

Interested applicants should email their resume to Camila Machado at camilam@broadwaychurch.com