COOKS- KITCHEN HELP
Indigenous Healing Lodge
Full Time Positions – Edmonton, Alberta
Closing Date – November 13, 2026

Native Counselling Services of Alberta's mission is to promote the resilience of the indigenous individual and family, through programs and services that are grounded in reclaiming our interconnectedness, reconciliation of relationships and self-determination.

Native Counselling Services of Alberta (NCSA) is committed to providing culturally relevant and holistic support services for/in our Indigenous Healing Lodges. We house both male and female residents in two separate locations within the city of Edmonton. Our healing lodges support individuals who are working toward a healthy lifestyle and self sufficiency. We currently looking to hire four(4) individuals as cooks/kitchen help within our two facilities We are looking for individuals who is dependable, committed and wanting to make a positive impact on individuals residing within the facilities.

Specific responsibilities of the position include:

- To ensure pre-planned meals are prepared within certain time fames/dates for the residents including lunches for individuals who maybe away from the facilities for their meals.
- Maintain kitchen inventory and provide information to the kitchen manager for replacements as needed.
- To assist and guide residents who maybe working in the kitchen, providing support and daily guidance.

Our ideal candidate would have the following qualifications:

- **In-depth experience and working knowledge of Indigenous communities, cultures, healing and language.**
- Demonstrated understanding of historic trauma and the impact of colonization on Indigenous people.
- Understanding of NCSA Resiliency Model and to incorporate it into daily practice with co-workers, management, clients and communities.
- Previous experience working in a kitchen, preparing meals and general cleanup.
- Strong interpersonal relations, conflict management, leadership and the ability to represent NCSA in a professional manner.
- Must always maintain confidentiality, be dependable, pay attention to details, handle multiple tasks at any given time and able to meet deadlines.
- Strong organizational, time management skills with the ability to work flexible hours as a team or work independently and able to prioritize work, meet deadlines, dependable and dress appropriate for the position.
- Good working knowledge and experience using computers and information technology is a asset.
- Must provide current criminal record check, child intervention checks. Able to pass CSC screening to maintain employment.

Starting salary- $18.50 hour

Please forward your resume and cover letter to:
Marg Milicevic, Manager, Human Resources
Email: careers@ncsa.ca

Thank you for your interest in joining the NCSA team. Only candidates selected for an interview will be contacted. We are committed to providing a workplace that is inclusive and accessible to all. Should you require accommodation during the hiring process, please contact our Human Resource team.