

EMPLOYMENT OPPORTUNITY
FOR FULL-TIME SEASONAL EMPLOYMENT
AT
HavenGroup

DIETARY COOK - FERNWOOD: Open to all qualified applicants meeting the below criteria
POSTED: May 2, 2026
POSITIONS AVAILABLE: 30 hrs/week for 16 weeks, Canada Summer Jobs #5429769
SHIFT LENGTH AND TIMES: 6 hours per day, 7:15am - 1:30pm, Monday through Friday
EFFECTIVE: May 11, 2026 – August 28, 2026

ACCOUNTABILITY: Director of Housing

JOB SUMMARY:

Reporting to the Director of Housing, the cook is responsible for the preparation and cooking of the appropriate quantity of nutritious, attractive food for regular meals and special functions according to congregate meal program guidelines, quality standards, policies and procedures, and current standards of sanitation and safety. Food preparation and cooking is to be carried out in a timely manner utilizing the most suitable equipment and the most effective and efficient method in relation to assigned duties and responsibilities. As assigned the cook will also serve on internal interdisciplinary teams and committees. The position functions in a manner that is consistent with the Mission, Vision and Values, and the policies and procedures of HavenGroup.

The cook will interact with tenants, visitors, family members and co-workers on a daily basis. It is important to understand that meals and mealtimes are a very important and enjoyable part of the day for our tenants, therefore it is imperative that this position make every effort to make this a positive time of interaction for those we serve.

The incumbent exercises the appropriate (Low, Medium, High, appropriate or other qualifier) level of initiative and independent judgment in determining work priorities, work methods to be employed and action to be taken on unusual matters. The position functions in a manner that is consistent with the mission, vision and values, and the policies of HavenGroup

To apply for this job, you must:

- Be aged between 15 and 30 years old on the start date of the job;
- Have a valid Social Insurance Number (SIN); and
- Be a Canadian citizen, a permanent resident of Canada, or a person who has been granted refugee status in Canada.
- The Government of Canada funded this job through the Canada Summer Jobs program. [Learn more about the program.](#)
- International students and other temporary residents of Canada are not eligible.

SKILLS/COMPETENCIES/CONDITIONS OF EMPLOYMENT:

- Demonstrated ability to establish and maintain positive working relationships with supervisors, staff, tenants, families, and other agencies as appropriate

- Ability to use an analytical and inquiring approach to program development and problem-solving
- Demonstrated ability to lead and make decisions independently
- Demonstrated ability to effectively perform the tasks and responsibilities of the position while meeting established deadlines
- Strong organizational skills and demonstrate flexibility to meet the demands of the position
- Strong and effective verbal and written communication skills
- Knowledge and ability to effectively and safely use dietary equipment and chemical cleaning supplies
- Demonstrated ability and desire to engage in continuing education and skills development
- Mental and physical health to meet the demands of the position
- Demonstrated excellent communication skills, both verbal and written (English language)
- Given the cultural diversity of our region, the ability to respect and promote a culturally diverse population is required
- Demonstrated ability to respect confidentiality including paper, electronic formats and other mediums
- Demonstrated ability to meet the physical and mental demands of the job
- Complete and maintain a satisfactory Criminal Record Check, Vulnerable Sector Search, Adult Abuse Registry Check and Child Abuse Registry Check

Salary: \$16.00/hr

HavenGroup offers comprehensive benefit packages that vary depending on employee status that include:

- Company Pension Plan
- Dental
- Extended Healthcare
- Group Life Insurance
- Disability and Rehabilitation
- Employee Assistance Program

For confidential consideration, please forward your application to Angie Knudsen Human Resource Officer at aknudsen@havengroup.ca. Applications may also be submitted via the following link: <https://havengroup.ca/jobs>.

The successful applicant who is 18+ will be required to submit current copies of a Criminal Record Check, including Vulnerable Sector Query, an Adult Abuse Registry Check, and a Child Abuse Check, at their own expense, prior to the start date of employment (original copies required).

****Costs of all applicable checks will be reimbursed to the successful applicant****

***We thank all of those who express interest in this position, however,
only those invited for an interview will be contacted.***