



**Canadian Mental
Health Association**
Kelowna
Mental health for all

JOB DESCRIPTION

Name of position: Kitchen Volunteer
Department: Senior's Wellness and Activation group
Type of position: Volunteer

MISSION:

As the nation-wide leader and champion for mental health, CMHA facilitates access to the resources people require to maintain and improve mental health and community integration, build resilience, and support recovery from mental illness.

PURPOSE:

Prepare and serve a snack to the seniors group and assisting in clean up.

GENERAL RESPONSIBILITIES:

- Strive to promote and model a wellness-oriented environment within the Centre
- Assist staff with food preparation and/or lead in food preparation
- Serve food
- Clean kitchen
- Interact positively with the participants
- Notify staff of any safety concerns that might arise
- Maintain professional boundaries and confidentiality at all times

ACCOUNTABILITY:

- Reports to the Senior's Wellness and Activation Coach
- After 3 months, there will be a formal meeting with the supervisor to evaluate, debrief and provide support
- Annual reviews

SUCCESS FACTORS:

- Being prompt
- Have a positive, motivational attitude and demeanor
- Lead a healthy lifestyle
- Have a neat and clean appearance



**Canadian Mental
Health Association**
Kelowna
Mental health for all

OTHER SKILLS & ABILITIES:

- Excellent communication skills with proven ability to communicate effectively
- Ability to work effectively as part of a team
- Ability to understand information and ideas presented by staff
- Ability to cook and bake
- Ability to plan a snack and implement
- Food Safe certification an asset

TIME COMMITMENT:

- Minimum 6 month commitment
- Mondays 9 am-12 pm

CMHA WILL PROVIDE:

- An orientation to CMHA
- A great team environment
- Ongoing feedback and support
- Reference check for eligible volunteer