



Job Announcement

Posted: December 19, 2018

Cooking Skills Educator

ACCESS is a team of Superheroes that make a difference in the community every day. If you are a dedicated hardworking person interested in helping build your community then ACCESS is the place for you.

Job Title:	Cooking Skills Educator (Non-Exempt)
Job Hours:	Part-Time (25 hrs/week)
Salary:	\$15.75 - \$18.00 per hour DOE
Benefits Offered:	Vacation, Sick, and Holidays

Position Summary

The Cooking Skills Educator will plan, execute, and evaluate the Cooking Skills program at ACCESS. This program includes cooking demonstrations, individual classes, and six-week courses called Cooking Matters which focus on improving cooking skills with populations with low-income. The Cooking Skills Educator will train and oversee volunteer educators who teach cooking skills demonstrations and classes at local community sites. Additionally, this position assists with the collection of all programmatic data.

Primary Duties & Responsibilities

- Train, coordinate, and evaluate volunteer instructors in coordination with ACCESS Volunteer Specialist and ACCESS policies. These volunteer instructors will be trained to teach Cooking Skills classes and demonstrations using a participant centered model that facilitates dialogue and recognizes participants' existing knowledge.
- Manage existing relationships and form new relationships with local community partners (i.e. food pantries, community centers, housing authorities, etc.) for the purpose of connecting participants with the Cooking Skills program
- Coordinate with Cooking Skills Coordinator to schedule at least 120 cooking demonstrations and 100 Cooking Skills classes per calendar year.
- Work with Cooking Skills Coordinator to evaluate Cooking Skills program and report numbers as needed for grant reports.
- Plan and coordinate on-site and off-site food preparation and shopping for demonstrations and classes.
- Responsible for kitchen and classroom clean-up after classes.
- Participate in local and statewide networking opportunities with other cooking skills educators as applicable.

Primary Requirements

- Belief in ACCESS' mission to help people help themselves.
- Understanding of cooking education with an emphasis on healthy, whole foods.
- Bachelor's degree with 1 - 2 years' experience in nutrition, public health, and/or similar field. RD/RDN degree preferred
- Experience teaching food preparation classes and managing volunteers with diverse backgrounds
- Experience working with populations with low-incomes and limited resources.

Apply by Sending Application, Cover Letter & Resume To

ACCESS Attn: Human Resources; 3630 Aviation Way, Medford, OR 97504

OR Email hr@accesshelps.org

Visit www.accesshelps.org for more information