



KITCHEN AIDE Job Announcement

Do you want to be part of an innovative organization making an impact on the quality of life for vulnerable Yolo County seniors and others with mobility challenges? Is the “why” you do your job a priority in your career? Then you may be the hero we’re seeking to provide nourishing meals to aging adults countywide lacking the access and/or the ability to dependably prepare their own healthy meals.

MOW YOLO APPROACH

Meals on Wheels Yolo County (“MOW Yolo”) is hiring Kitchen Aides to join our already inspired team who will:

- Assist in the preparation and packaging of nourishing meals for MOW Yolo meal recipients and regional nutrition partners in a fast-paced institutional meal production environment
- Work collaboratively with colleagues and external partners alike.
- Prioritize nutritious food security and socialization so seniors can “Eat Well, Age Well” in Yolo County and beyond.
- Positively represent MOW Yolo both internally and externally

POSITION SUMMARY

Kitchen Aides report to the Food Services Manager, and assist with preparing and packaging nourishing meals. Kitchen Aides also may engage with transporting meals to volunteer connection locations countywide, as well as to regional partners. The work of Kitchen Aides furthers MOW Yolo’s mission to nourish and engage seniors in Yolo County.

REGULAR WORK SCHEDULE AND LOCATION

Part-time 20-25 hours/week, Monday - Friday. Specific days, hours, and locations to be determined in consultation with the supervisor and can be subject to change. Primary work location is in Winters at the Meals on Wheels - Sutter Health Senior Nutrition Center.

KEY RESPONSIBILITIES

1. Prepare and package nourishing meals in a fast-paced institutional kitchen.
2. Adhere to legally-required food handling, kitchen sanitation, and safety procedures, including maintaining a clean environment by dishwashing, sweeping, and mopping.
3. Work with colleagues to meet stringent time deadlines regarding food preparation, packaging, and delivery.
4. Accurately pack, load, and unload food transport containers and related supplies, ensuring compliance with established food safety and portioning procedures.



5. Learn and adhere to food service protocols, protocols for use of institutional meal production equipment and tools, and other safety-related measures.
6. Complete reporting associated with meal production/delivery in an accurate and timely manner.
7. Drive and deliver temperature-controlled food in a MOW Yolo vehicle, maintaining cleanliness and usage records as required.
8. Maintain positive communications with meal recipients, volunteers, external partners, colleagues, and supervisors.
9. Proficient at using and/or learning electronic systems. Comfortable working with Microsoft Office Suite; Google Workspace familiarity is a plus.
10. Willingness to take on new tasks and responsibilities as the position evolves and MOW Yolo grows.
11. Be a positive representative of MOW Yolo.
12. Attend monthly all-staff meetings.
13. Perform all other duties as assigned.

QUALIFICATIONS

1. Lift and carry 50 lbs., stand continuously up to five hours, bend below the waist, and reach above the head.
2. Drive a MOW Yolo vehicle from one location to another for multiple hours.
3. Perform established duties, responsibilities, and expectations independently and with minimal supervision.
4. Read, write, and complete simple math to accurately maintain daily records according to specific instructions and procedures.
5. Adapt and respond flexibly, creatively, and patiently to various situations.
6. Arrive to work on time and maintain a good attendance record with an established schedule.
7. Maintain a high level of personal and professional hygiene, dress, and demeanor.

POSITION LICENSES/CERTIFICATIONS

1. Current California Driver's License
2. Proof of automobile insurance
3. ServSafe Food certification. (MOW Yolo pays for this training if it is needed).

COMPENSATION AND BENEFITS

\$21.50 per hour, payable per the regular payroll schedule and subject to applicable withholding and payroll taxes and other deductions required by law. Part-time employees receive vacation and sick time accrual, 11 paid holidays annually, and may elect to participate in a 401(k) Retirement Savings Plan.

APPLICATION PROCEDURE AND TIMELINE

Please submit your resume to HR@mowyolo.org. Applicant screening will be ongoing as the goal is to welcome new team members as soon as possible.



ABOUT MEALS ON WHEELS YOLO COUNTY

Meals on Wheels Yolo County (MOW Yolo) emerged in Yolo County 50 years ago, when the need for low-income, mobility-limited seniors to receive nourishing meals was identified by compassionate local volunteers. Since that time, the service level has grown more than 50 times larger. Currently, more than 1,000 Yolo County seniors in need of assistance are provided with five nourishing meals each week via two weekly wellbeing visits by a trained, caring volunteer, or by dining at a Cafe Yolo Social Dining location. Focused upon creating healthier outcomes for Yolo County seniors, the organization's current "Eat Well, Age Well" movement prioritizes:

- More fresh and locally sourced ingredients
- Medically-tailored meal options
- Expanded congregate dining availability
- More rural meal access

All positions at Meals on Wheels Yolo County serve as ambassadors to ensure the resources needed for our success, and an innovative, entrepreneurial spirit is encouraged to accomplish both individual and organization-wide objectives. Visit our website for details about our programs and impact: www.mowyolo.org

****Meals on Wheels Yolo County is an Equal Opportunity Employer****