Dan's Legacy On-Call Cook Instructor

Position Summary:
Dan's Legacy is seeking an On-Call Cook Instructor to support youth at risk (ages 15–25) in our Dan's Diner/Cook Training job-skills training program. Working alongside the Chef Instructor, the Cook Instructor mentors and supervises a cohort of 4–8 participants, supporting their skill development, workplace readiness, and overall success in a trauma informed training environment. This position plays a key role in preparing participants for entry-level employment in the food service industry while fostering independence, confidence, and professional kitchen habits.

This Position Reports Directly To: Program Manager – Job Skills Training Programs

Location: 150-131 11th Street, New Westminster & 3690 Vanness Ave, Vancouver

Employment Type: On-call; daily and weekly hours vary based on operational needs (no guaranteed minimum hours)

Term: Fixed term until March 31, 2027 (with potential for extension)

Salary Range: $24.00 per hour

Duties & Responsibilities:

Program & Participant Support

- Work collaboratively with the Lead Chef Instructor to develop participants' cooking, food safety, and workplace skills
- Supervise, coach, and mentor trainees in all aspects of kitchen operations, including food preparation, cooking, sanitation, and opening/closing procedures
- Support participants in progressing toward independent task completion, including recipe execution and daily kitchen duties
- Monitor participant progress and provide feedback; document outcomes and observations in ShareVision database and other reporting tools

Food Production & Operations

- Assist with food production for Dan's Diner service, catering contracts, and other program recipients
- Contribute creative input to menus and food programming as appropriate
- Support off-site catering events, which may occur outside regular program hours

- Complete function sheets and ensure accurate communication with the broader team

Kitchen Organization & Safety

- Assist with food sorting, storage, and inventory management, including stock rotation
- Maintain clean, organized, and food-safe workspaces while modeling best practices for participants
- Perform other duties as assigned

Working Conditions:

- On-site work (New Westminster & Vancouver)
- May include evenings, early mornings, or weekends for catering and special events

Qualifications & Requirements:

- Successful Criminal Record and Vulnerable Sector Check
- BC Driver's License and ability to travel to New Westminster & Vancouver (Kingsway & Boundary area)
- Food Safe Level 1 certification
- Basic computer literacy (Word, Excel, email, Zoom, smartphone applications)
- 5+ years of restaurant or commercial kitchen experience
- Teaching, coaching, or employee training experience
- Kitchen management experience

Interpersonal Skills:

- Attention to detail
- Organizational skills
- Problem solving skills
- Ability to work independently
- Adaptability & flexibility
- Teamwork & co-operation
- Dependability & responsibility
- Strong communication skills

About Dan's Legacy:

Dan's Legacy provides trauma-informed and culturally sensitive counselling, outreach and job-skills training to youth at risk in Metro Vancouver. These young people, aged 15 to 25, are at significant risk of overdose, self-harm, homelessness, and suicide. Dan's Legacy's therapy and outreach teams go directly to the youth, our wait list times are minimal, and all our programs and services are free. In 2025, Dan's Legacy helped over 700 youth stabilize their mental health, and begin working towards their educational, employment and recovery goals. For more information about Dan's Legacy: www.danslegacy.com

Dan's Legacy is an equal opportunity employer, and we seek to hire employees who reflect the diversity of our clients - Indigenous, Black, Hispanic, South Asian and LGBTQ2S+ people are encouraged to apply. We respectfully and gratefully acknowledge that our work takes place on the unceded, and traditional territory of the Coast Salish peoples.

All employees are required to be immunized against COVID-19 and other vaccine-preventable diseases. These include, but are not limited to, measles, mumps, rubella, Hepatitis B, whooping cough (pertussis), and chickenpox (varicella).

We understand that there may be circumstances preventing vaccination. Dan's Legacy will review accommodation requests from staff who can provide reasonable justification for not being vaccinated. Please be aware that your vaccination status for these preventable diseases may be requested for work in certain facilities and locations.

While Dan's Legacy does not formally request proof of vaccination at the start of employment, the Foundation may require this proof to be provided throughout your employment due to the nature of our work. As we work with vulnerable populations and occasionally operate in healthcare facilities, Dan's Legacy follows the same vaccination protocols as the Province of BC.

Cook Training Program / Dan's Diner Social Enterprise

Dan's Legacy's Cook Training and Dan's Diner Social Enterprise job-skills programs provide clinically supported training in cooking skills to youth aging out of care, Indigenous youth, young women survivors of gendered abuse and new Canadians. The Cook Instructor, supported by Dan's Legacy's counselling and outreach team, works with a cohort of young adult students with various mental health challenges in the Cook Training program. Training is provided to the Cook Instructor from the counselling team to learn best practices in supporting youth with trauma-based mental health challenges.

Dan's Legacy knows that at-risk youth need opportunities to not only maintain their mental wellness but also grow and thrive in the community. The Dan's Legacy job-skills training programs are designed to provide youth with the training they need to work immediately in the hospitality industry, or move on to further post-secondary culinary skills training, eventually obtaining Red Seal Certification.

The entire program operates with clinical support from Dan's Legacy's therapists and social work/outreach teams, ensuring the youth have mental health counselling support before, during and after the training. This position reports to the Program Manager Dan's Diner, and is responsible for a variety of tasks, managing staff and clients, building program awareness and structure.