

# Employment Opportunity - Posting

## The Salvation Army – Fort St John B.C.



Giving  
Hope  
Today

<b>Job Title:</b>	Food Bank Worker (Community Ministries Worker C)	<b>Competition #:</b>	3000-CFSW-Casual
<b>Ministry Unit/Dept:</b>	Fort St John/Community & Family Service Center	<b>Status:</b>	Casual/On Call
<b>Salary Range:</b>	\$18.00	<b>Date Posted:</b>	June 7, 2024
<b>Address:</b>	10116 100 Ave	<b>Posting Expires:</b>	When position is filled
<b>Applications Accepted By:</b>			
<b>E-mail:</b> <a href="mailto:employeerelations@nchope.ca">employeerelations@nchope.ca</a> <b>Attention:</b> HR <p style="text-align: center;"><b>Please no phone calls.</b></p>		<b>Mail:</b> PO Box 6635 Fort St John, BC V1J 4J1	
<b>MISSION AND VALUES:</b>			
<p>The Salvation Army is an international Christian church. Its message is based on the Bible; its ministry is motivated by love for God and the needs of humanity.</p> <p><b>Mission Statement</b>                  The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world.</p> <p><b>Core Values</b>                  The Salvation Army Canada and Bermuda has four core values:</p> <p><b>Hope:</b> We give hope through the power of the gospel of Jesus Christ.  <b>Service:</b> We reach out to support others without discrimination.  <b>Dignity:</b> We respect and value each other, recognizing everyone’s worth.  <b>Stewardship:</b> We responsibly manage the resources entrusted to us.</p>			
<b>JOB DESCRIPTION:</b>			
<b>POSITION PURPOSE SUMMARY:</b>			
The Community Ministries Worker C assists in the organization and distribution of food bank donations, ensures the general upkeep of the facility, such as cleaning floors, washrooms, windows, dispose of garbage etc. and supports the organization with food pick ups and deliveries in the community.			
<b>BASIC FUNCTIONS/RESPONSIBILITIES:</b>			
<ul style="list-style-type: none"> <li>• Consistently demonstrates empathy and concern for clients/families</li> <li>• Provides emergency food hampers to clients as directed by supervisor</li> <li>• Assists in the organization, maintenance and general cleanliness of the Food Bank and/or Meal Centre, etc.</li> <li>• Receives and sorts/organizes non-monetary donations or purchased products following standard procedures</li> <li>• May be responsible for ensuring safe handling of hazardous materials</li> <li>• Arranges for discarding of items that are not usable in accordance with policy</li> <li>• May direct work of volunteers assisting in the Food Bank</li> <li>• Records incoming/outgoing donations in proper logs</li> <li>• May assist in the maintenance of client files and statistical records, as directed</li> <li>• Ensures the general upkeep of the facility, such as cleaning floors, washrooms, windows, dusting, collects and disposes of garbage, vacuums, checks, cleans, moves, arranges and dusts furniture as required</li> </ul>			

- Restocks washroom supplies and distributes received materials as required.
- Assist with driving food van for donation pickups and deliveries.
- Ensures the safe and careful handling of all deliveries, donations, kettle & other funds while protecting property, including donations & vehicles.
- Will primarily communicate with The Salvation Army staff, volunteers and donors
- Reports directly to: Community and Family Services Supervisor
- Performs other duties as assigned

**QUALIFICATIONS AND EDUCATION REQUIREMENTS:**

**Education/Certifications:**

- Completion of high school
- **Valid drivers license, class 5 or higher, and clean abstract**
- CPR, First Aid Certification

**HOURS: On Call basis**

**PREFERRED SKILLS/CAPABILITIES:**

- Commitment to maintaining confidentiality regarding guest and customer operations
- Willingness to work with individuals from different backgrounds/cultures
- Adaptability to changes and interruptions
- Attention to detail, problem solving and analytical skills
- Attentive listening, empathy to clients/volunteers
- Attention to occasional computer work
- Strong sense of integrity and confidentiality with professional ethics and a balanced sense of fairness and flexibility.

Successful candidates, prior to hiring, may be required to provide:

- Background check consent.
- A clear vulnerable sector screening.
- A clean drivers abstract.
- Completion of our online Praesidium Abuse Training and required Health and Safety training.

*The Salvation Army will accommodate candidates as required under applicable human rights legislation. If you require a disability-related accommodation during this process, please inform us of your requirements.*

We thank all applicants, however, only those candidates to be interviewed will be contacted.

*Internal Applicants, please advise your managing supervisor of your intentions prior to submitting your application.*



The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world. Each position contributes to the mission of The Salvation Army.