Position: Baker/Sous Chef  
Classification: Non-Exempt  
Reports To: Executive Chef  
Department: Meals  
Salary Range: $44,000 - $48,000  

ABOUT MIRIAM’S KITCHEN

Miriam’s Kitchen works to end chronic homelessness in Washington, DC. We advocate for permanent supportive housing as a long-term solution, while meeting short-term needs by providing healthy scratch meals made with fresh and whole ingredients and high-quality social services to individuals who are chronically homeless.

ABOUT THE POSITION

The Baker/Sous Chef is responsible for being an active team member in the planning, preparing for and/or executing 5 kitchen shifts per week; baking breads, desserts and other needs to compliment meals and the dietary needs for our guests, engaging with vendors, suppliers and donors to provide and maintain relationships through excellent customer service while collecting and sorting food donations; ensuring cleanliness and organization of the kitchen work spaces; and engaging with volunteers to ensure volunteer satisfaction and effectiveness.

DUTIES AND RESPONSIBILITIES

- Assist chefs to plan, prepare for and execute at least 4-5 shifts each week.
- Bake necessary items for meals, desserts and events, when needed in line with our healthy food model.
- Manage and execute at least one meal per week; support lead for other shifts.
- Ensure cleanliness and organization of all food storage areas (shelving & refrigeration/freezers).
- Maintain FIFO standards for all food storage areas.
- Engage with vendors, suppliers & food purveyors to ensure timely and pleasant service.
- Collect and sort all in-kind food donations (weigh, label & date) and food purchases & supplies.
- Using inventory app to manage food inventory.
- Must be able to work 1st & 3rd Sunday of each month (pickup donations).
- Other duties as assigned.

QUALIFICATIONS

Knowledge, Skills and Abilities

- Must be able to stand 8-12 hours a day.
- Must be able to lift 40-50lbs regularly.
- Strong communication skills, particularly in translating kitchen roles and tasks to untrained volunteers.
- Engage with volunteers to ensure volunteer satisfaction and effectiveness.
- Ability to work independently while also collaborating and communicating well with team members
- Strong time management skills
- Strong attention to detail
- Spatial planning (maximizing limited storage)
- Flexibility to effectively schedule/manage multiple and changing schedules for pick ups
- Good organizational skills
- Ability to effectively juggle multiple projects
- Problem solving skills
- A valid driver's license and clean driving record – Minimum age 25
- Computer skills; knowledge of Microsoft office, mobile phone apps
- People oriented with a heart to serve
- Willingness to do what needs to be done

Experience

- At least one year of food industry exposure/experience
- At least 3-5 years baking experience
- Food Safe Certification required
- Microsoft Office knowledge (Word, Excel, Outlook)

Benefits

Miriam’s Kitchen is proud to offer comprehensive benefits that support the continued health and wellbeing of our team including: 100% employer-paid medical, dental, and vision insurance; generous medical coverage for dependents; 100% employer-paid short-term disability, long term disability, and life insurance; employer retirement contributions; generous annual paid leave, and annual professional development funds for all full and part-time team members.

Kitchen Culture

No weekends, we work hard and have fun. We make restaurant-quality food from fresh ingredients and can be creative with food and menus (like episodes of Chopped).

To Apply: Please submit your resume and cover letter to Jobs@miriamskitchen.org with “Baker/Sous Chef” in the subject line.

Miriam’s Kitchen requires all staff to be fully vaccinated against COVID-19 or be approved for religious or medical accommodation and undergo weekly testing.

Miriam’s Kitchen values diversity in thought and experience and is committed to assembling a diverse workplace. People of color, veterans, and LGBTQIA persons are strongly encouraged to apply.