



Blanchet House of Hospitality

Serving our housing & food insecure communities

Job Description: Assistant Chef/Sous Chef

Starting Salary \$24/hour

Part-time, non-exempt, overtime eligible

On Site Position: Thurs/Fri/Sat 10am – 6pm

BLANCHET HOUSE IS:

Founded in 1952, Blanchet House is a nonprofit social service agency whose mission is to feed, shelter, and aid those in need of compassionate, supportive restoration. In addition to serving three meals per day, six days a week at our downtown Portland location, Blanchet House shelters and assists homeless men in their transformation to self-sufficiency. We also operate Blanchet Farm, a 62-acre working farm in Yamhill County where men participate in 12-step/peer support recovery. Blanchet House of Hospitality takes pride in providing a safe, healthy, and respectful environment for everyone in our community.

OUR VALUES:

Hospitality We welcome everyone into our home with kindness and compassion.

Dignity We respect the inherent value of everyone inside and outside our organization.

Hope We foster optimism and the belief that good things can happen when we work together.

Integrity We are honest, reliable, and trustworthy.

Community We build relationships and strive toward common goals.

Authenticity We honor everyone's right to be their unique self.

ABOUT THE ROLE:

The Assistant Chef/Sous Chef assists our culinary team prepare and cook meals for Blanchet House meal services. These services include preparing lunch and dinner service for houseless and food insecure individuals; and lunch and dinner service for Blanchet House residents, volunteers, and staff. At times, this staff member may be responsible for leading meal preparation when other staff members are on PTO.

OUR PROFESSIONAL COMMUNITY:

Blanchet House staff members recognize that participating in a professional community and contributing to the organization's wellbeing are important elements of their relationship to Blanchet House. Staff members take active roles in Blanchet House's professional and programmatic culture in a variety of ways in addition to their essential responsibilities. They advance the Blanchet House Mission, our core values, and our commitment to be a house of hospitality.

Blanchet House staff members represent Blanchet House with distinction, acting with the highest degree of professionalism and integrity. They value compassion and respect for the dignity of others in their work; and they promote the safe, healthy, and friendly experiences of all Blanchet House community members. They respect and maintain appropriate personal and professional boundaries.



Blanchet House staff members develop and promote professional, collaborative, and collegial relationships to the benefit of one another, our organization, and the communities we serve. Staff members exhibit a growth mindset about best practices and work toward professional goals and growth. This requires interacting effectively with people from different cultures and with different perspectives and experiences. They learn from and build on diverse cultural and community perspectives and experiences. They are open to learning how unconscious bias may affect how we interact with individuals representing a variety of cultural, ethnic, language and life experiences.

YOUR STRENGTHS:

- Able to work with, direct, and serve others experiencing complex issues with compassion and respect for their inherent dignity.
- Able to work effectively in a trauma-informed environment and with individuals in a recovery and self-improvement program.
- Cultural competence, to understand and value clients' unique perspectives, experiences, and histories.
- Exceptional listening and coping skills.
- Flexible and collaborative with an ability reach consensus respect differing points of view.
- Able to exercise sound independent judgment and initiate/complete tasks with minimal supervision.
- Organization and time management, to prioritize and work on multiple projects to completion.
- Able to solve problems and navigate challenges successfully.
- Exceptional written and verbal communication skills.
- Excellent attention to detail and the need for precision and diligence in your work.
- Strong sense of responsibility, commitment, and follow through. You are reliable.
- Excellent interpersonal skills including exhibiting a positive, supportive, and friendly attitude.
- Capable of keeping sensitive, personal, and confidential information private.
- Willing to learn new things and keep an open mind.

THE POSITION

DAY-TO-DAY:

- Assist the Culinary Team with meal prep and cooking meals for Blanchet House services.
- Assist with forecasting meals, inventory utilization, and rotating inventory.
- Support and train residents and volunteers in their kitchen work and culinary skills.
- Ensure proper food and kitchen safety and sanitation.
- Ensure the proper operation, cleaning, and maintenance of kitchen and café equipment.
- Support Blanchet House sustainability efforts, including the organization's commitment to zero-food waste.

BIG PICTURE OPERATIONS:

- Participate in staff and committee meetings, Blanchet House's culture and community, and the day-to-day services of the organization.
- Help to maintain Blanchet House policies, procedures, and expectations.



- Provide PTO coverage for culinary staff as available.
- Promote a kitchen and meal services experience that prioritizes the residential program participants' wellbeing and progress in the residential program.
- Promote a safe and compassionate meal services environment in which responses to issues and incidents are trauma-informed, culturally sensitive, and de-escalating.
- Promote a safe, effective, and rewarding volunteer and resident experience.
- Lead and support effective BOH and FOH execution.

QUALIFICATIONS:

In addition to the ability to effectively perform the Essential and General Responsibilities of this position:

- Minimum five-years successful culinary experience; culinary training or the equivalent preferred.
- Large-batch cooking experience, ability to improvise recipes, and the ability to be creative with a variety of donated (and unpredictable) ingredients a plus.
- Food Handlers Card certification required; ServSafe Certification preferred (must be willing to obtain ServSafe Certification if not currently held).
- Ability to effectively contribute to a professional environment and work with the highest regard for confidentiality and appropriate professional boundaries.
- Ability to work effectively in pressure situations, helping to maintain focus and calm in the kitchen.
- Possesses insight pertaining to personal biases and worldview and how they may interfere with effectively working with individuals representing a variety of cultural, ethnic, language and life experiences.
- Ability to work with, direct, and serve others with compassion and respect for their dignity.
- Ability to work with minimal supervision with considerable latitude for independent judgment and actions in day to day operations.
- Ability to work effectively in a trauma-informed environment and with individuals in a recovery or self-improvement program.
- Excellent attention to detail and the need for precision and diligence in one's work.
- Ability to multi-task, prioritize, and manage time effectively.

OUR BENEFITS:

Eligible benefits include: health/dental/vision coverage for the employee; participation in a Simple IRA program with employer match; free parking and meals; cell phone stipend; a work anniversary bonus; and a generous Paid Time Off benefit. Some benefits are offered at the employee's FTE level.

OUR ENVIRONMENT:

As a human services agency, Blanchet House provides essential services in response to the COVID-19 crisis in our community. Employees are expected to follow the organization's COVID-19 protocols and to take all necessary, mandated, and recommended precautions to keep themselves and others in our community safe and healthy. Because our clients often suffer from serious chronic health conditions, COVID-19 vaccinations are required.

Many Blanchet House clients experience physical and/or mental health disabilities, mental health and/or addiction crisis, and trauma. Employees must be able to safely and successfully work in this environment and with marginalized, vulnerable community members.



SUPERVISORY DUTIES:

Supervise or assist in the supervision of residential program participants and volunteers in the performance of their kitchen and meal services duties and responsibilities.

PHYSICAL DEMANDS:

Physical requirements are consistent with physical duties required of kitchen and food services personnel, including long periods of standing, walking, and the lifting/transport of items weighing up to 50 pounds.

Background check, drug screen, and proof of authorization to work in the U.S. required prior to hire.

Interested applicants should send a cover letter and resume to careers@blanchethouse.org.

No phone calls please.

Blanchet House of Hospitality is an equal opportunity employer. We will extend equal opportunity to all individuals without regard to race, religion, color, sex, pregnancy), national origin, disability, age, gender identification, sexual orientation, genetic information, or any other status protected under applicable federal, state or local law. Our policy reflects and affirms Blanchet House of Hospitality's commitment to the principles of fair employment and the elimination of all discriminatory practices.