



Blanchet House of Hospitality

Serving our housing & food insecure communities

Job Announcement: Kitchen Supervisor & Support Chef

Starting Wage: \$28/hour with benefits

Part-time, non-exempt, overtime eligible

Schedule: Mondays, Wednesdays, and Saturdays – 8:00am – 6:00pm

Department: Kitchen & Meal Services

Reports to: Kitchen Operations Director/Executive Chef

ABOUT THE ROLE

This is not your typical kitchen supervisor position. Blanchet House's kitchen prepares and serves over 400,000 hot meals annually, all free of charge. We serve our transitional housing residents and anyone in need. The kitchen is powered by our talented chef and kitchen team, residents in recovery and dedicated volunteers. Most of our food is donated—meaning flexibility and creativity are key.

We're looking for someone passionate about kitchen operations and social impact. The Kitchen Supervisor supports the daily function of our food service program while mentoring residents, managing volunteers, and helping to maintain a dynamic and trauma-informed kitchen environment.

ABOUT BLANCHET HOUSE

Blanchet House is a nonprofit organization founded in 1952, dedicated to offering food, shelter, and supportive services to those in need. With a mission to provide compassionate, supportive restoration, we serve meals six days a week, offer transitional shelter for men, and operate Blanchet Farm, a recovery-centered residential program on a 62-acre farm.

We uphold values of hospitality, dignity, hope, integrity, community, and authenticity in everything we do.

THE POSITION

Daily Operations

- Supervise and train Blanchet House residents and volunteers in back- and front-of-house kitchen roles.
- Ensure compliance with food safety protocols and efficient food utilization.
- Lead daily kitchen activities, including food prep, dishwashing, cleaning, donation processing, and meal service.
- Support food preparation and cooking; communicate with café FOH staff during service.
- Oversee kitchen closing procedures and cleanliness of the kitchen, café, and storage areas.
- Ensure proper use and maintenance of kitchen equipment.
- Help assess, process, and manage donated food and kitchen inventory.



Leadership & Community Engagement

- Foster a safe, respectful, and trauma-informed work environment.
- Promote resident development and uphold positive community standards.
- Guide and support volunteers to ensure a meaningful experience.
- Support Blanchet House's mission-aligned priorities, including sustainability and zero food waste.
- Respond compassionately to incidents using de-escalation and culturally sensitive approaches.

Organizational Contribution

- Model Blanchet House values and maintain confidentiality.
- Understand emergency response protocols and participate in trainings.
- Collaborate across departments and contribute to a healthy workplace culture.
- Promote donor goodwill by stewarding positive relationships with food donors.

QUALIFICATIONS AND EXPERIENCE

We value lived, professional, and volunteer experience. Applicants with any combination of the following are encouraged to apply:

- Supervisory experience in kitchen or food service environments.
- Familiarity with commercial food handling and production.
- Excellent time management, organization, and interpersonal skills.
- Commitment to trauma-informed care and working with marginalized populations.
- Ability to engage in physical kitchen work.
- Understanding of mental health, addiction, and trauma informed principles.
- Proficiency in Microsoft Office Suite, including Outlook and Calendar.

YOUR STRENGTHS

- A compassionate, calm, and flexible attitude.
- Respect for others' dignity and lived experience.
- A commitment to equity, community, and the mission of Blanchet House.
- The ability to lead with both empathy and efficiency in a busy kitchen.

OUR BENEFITS

Eligible benefits include: health/dental/vision coverage for the employee (may require some employee contribution); Employee Assistance Program (incl. household members); Simple IRA program with (up to) 3% employer match; generous Paid Time Off/Paid Holiday benefit; enhanced pay opportunities on holidays; paid training and required certifications; a work anniversary bonus; cell phone stipend; and free meals and parking at Blanchet House.

OUR ENVIRONMENT

Many Blanchet House clients experience physical and/or mental health disabilities, mental health and/or addiction crisis, and trauma. Blanchet House also serves a diverse community, and we serve regardless of an individual's race, ethnicity, religious/faith, gender, sexual orientation, or gender identity. Employees must be willing and able to safely and successfully work in this environment and with marginalized, vulnerable community members.



INTENTIONAL EQUITY

Blanchet House is committed to advancing equity and justice in our organization and in our community. This commitment inspires the Blanchet House staff to:

- Be intentional in our work toward equity and inclusion.
- Work toward a deeper understanding of the historical, systemic, and contemporary structures and actions of racism and other forms of discrimination, prejudice, and bias.
- Achieve a great understanding of and work toward correcting our own implicit biases.
- Continually identify inequities, eliminate barriers, and innovate our practices to better serve each other's experiences and needs.
- Staying engaged in the pursuit of equity and consistently seeking to repair and improve our understanding, practices, and services where we fall short.

SUPERVISORY RESPONSIBILITIES

While this position has no direct reports, this staff member is responsible for the effective supervision of residents and volunteers working in the kitchen.

PHYSICAL DEMANDS

Physical requirements are consistent with physical duties required of kitchen staff working BOH and FOH, including standing and walking for long periods of time; the lifting and transport of materials weighing up to 250 pounds; stooping, bending, kneeling, climbing stairs and ladders, and other physical activity associated with the lifting/transport (push, pull, move boxes, sacks, and carts) of large quantities of food and supplies.

OUR PROFESSIONAL COMMUNITY

Blanchet House staff foster a professional, compassionate, and mission-driven community. They actively shape the organization's culture, support its mission, and cultivate a welcoming environment rooted in hospitality.

Staff uphold high standards of professionalism and integrity. With compassion and deep respect for human dignity, they ensure Blanchet House remains a safe and supportive space for all, while maintaining healthy personal and professional boundaries.

Team members build respectful, collaborative relationships that strengthen both the organization and those it serves. They demonstrate a growth mindset, pursue professional development, and engage openly with people from diverse backgrounds. Staff are also committed to understanding unconscious bias and its impact on their interactions.

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.

Job descriptions are a summary of a position's duties and responsibilities. They are descriptive in nature and do not necessarily define every function of a position.