



University of Toronto Mississauga
Students' Union
LOCAL 109 OF THE CANADIAN FEDERATION OF STUDENTS

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EMPLOYMENT OPPORTUNITY

Position: Food Centre and Sustainability Coordinator 2019 **Date Posted:** May 21st, 2019
Type: 8- 12 Hours/Week **Expiry Date:** June 7th, 2019 – 11:59pm.
Location: Mississauga
Duration: Monday, June 3rd, 2019 – Thursday, April 30th, 2020

UTM Students' Union:

The UTM Students' Union, Local 109 of the Canadian Federation of Students represents and advocates for all undergraduate students at the University of Toronto Mississauga. UTM Students Union also manages the student center and administers many cost-saving services. The UTM Students' Union is membership driven and cannot survive without vital student input and involvement. Students set the agenda through their elected representatives on the UTMSU Board of Directors. (www.utmsu.ca).

Job Description:

The Food Centre coordinator will be working with the Vice President Equity to raise awareness about the services offered through the food center and implement educational workshops to raise awareness about food insecurity.

Responsibilities:

- Must complete minimum of **eight (8) office hours a week.**
- Attend mandatory weekly meetings with the VP Equity, the associates, and other coordinators under the supervision of the VP Equity.
- Raising awareness about the Food Centre services through events and campaigns. In addition, undertake promotion, coordination and implementation of all Environmental Sustainability Initiatives.
- Develop strategies to improve the means of distribution, collection and inventory of food items.
- Assist in the implementation and administration of the UTMSU Sustainability Policy.
- Organize and manage Breakfast committee and other free food programming, (ex. Exam de-stressors).
- The coordinator will also be responsible for organizing events in collaboration with community Food Banks and similar services such as Soup Kitchens.
- Is responsible for reporting all accomplishments and hours of work to the VP Internal & Services, the Executive Director and the VP Equity on a bi-weekly basis, with all projects and work assigned.

Qualities/Skills Required:

- Highly organized.
- Ability to work independently

- Understand the impact of food insecurity.
- Self-motivated and Dedicated.
- Effective communicator.
- Punctual.
- Adhere to confidentiality.
- Ability to work with and lead a team.
- Extremely personable.
- Passionate about social justice and equity issues.
- Organization and attention to detailed information are necessary skills.
- Budgeting skills are necessary.

Compensation:

Remuneration is \$14/hour.

Contact / Application Information:

For more information on the position of food center coordinator, please contact UTMSU at jobs@utmsu.ca and cc: vpequity@utmsu.ca. Please use the subject “**Application: Food Centre Coordinator**”.

How to Apply:

Please send your cover letter & resume by June 7th, 2019 at 11:59pm to the attention of Sara Malhotra: jobs@utmsu.ca and CC: vpequity@utmsu.ca.

Interview:

Only selected candidates will be invited for an interview.

Hours and compensation:

- Contract start date: June 3rd 2019.
- Contract end date: April 30th, 2020 – possible extension pending performance review.

- Your Students' Union
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 Local 109 - Canadian Federation of Students

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