

Internal / External Job Posting
Relief Cook, Live-In Treatment and
Transitional Housing
Bargaining Unit position

Abiona Centre (“the Centre”) is an award-winning, accredited Children’s Mental Health Centre that is a multi-service, non-profit, unionized, community agency located in the east end of Toronto. The Centre is committed to nurturing empowerment, independence and growth for young pregnant and parenting women, children and families in a non-judgmental, inclusive environment by providing a residential care and treatment program; supportive transitional housing; on-site high school program, community housing support and referral services; and maternal infant mental health programs and services. We do this by working collaboratively as a multi-disciplinary team with community partners to provide holistic programs and support that respond to mental health, education and transitional needs. The Centre also operates an EarlyON Child and Family Centre and an Early Learning Centre. All the programs and services are open to families, young women and their children living in the broader community.

The Centre has an opening for an **Unscheduled Relief Cook** to prepare, within a set budget, nutritious, well balanced meals for the women living in the Live-In Treatment and Transitional Housing Program and lunch for the day students attending the Centre’s School.

- Position:** **Relief Cook, Live-In Treatment and Transitional Housing Program**
- Rate of Pay:** \$17.20 / hour
- Department:** Live-In Treatment and Transitional Housing Program
- Reports to:** Manager, Live-In Treatment and Transitional Housing
- Qualification:**
- Community college Diploma in Food Services
 - Food handling certification
 - Minimum of 3 to 5 years of previous experience in a Residential Youth Program an asset
 - Good cooking and planning skills
 - Ability to operate within a budget while maintaining some flexibility
 - Ability to work cooperatively with others
 - Good communication and team skills
 - Ability to relate to adolescents, from a wide variety of ethnic and social backgrounds, values and expectations
 - Ability to maintain confidentially with regard to residents and discretion with regard to staff
- Working Condition:**
- The Relief Cook works on an unscheduled basis and is called in to cover staff absences.
 - Standing, moving around the kitchen, lifting heavy items, repetitive arm/hands motion, reaching and bending
- Closing Date:** **Until filled.**

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The Centre offers a dynamic work environment and career advancement opportunities. The successful candidate must have a negative criminal reference check and vulnerable sector screening as a condition of employment.

In accordance with the *Ontario Human Rights Code*, *Accessibility for Ontarians with Disabilities Act, 2005*, and the *Centre's Accommodation Policy*, accommodation will be provided in all parts of the hiring process. Please make your needs known in advance.

The Centre encourages applications from persons who represent the diverse populations we serve.

Qualified applicants should send their cover letter and resume by the closing date to:

**Human Resources
Abiona Centre
1102 Broadview Avenue
Toronto, ON M4K 2S5
Fax: 416-425-4056
OR
Email: hr@abionacentre.ca (please quote "Relief Cook, LIT THP" in the subject line)**

We thank all applicants, however, only those we select for interview will be contacted.

Date of posting: June 23, 2025