



Student Association of George Brown College

Job Title:	SNAP Support Staff	Job Category:	Part-time, Support Staff
Department/ Program:	Equity & Advocacy, Student Nutrition Access Program (SNAP)	Reports to:	SNAP Coordinator
Location:	Casa Loma, St. James and Waterfront Campus	Will Train Applicant(s):	Yes
Rate of Pay:	\$16.55/hr (up to 20 hours per week)	Position Type:	Part-Time Temporary Contract
Travel Required:	Yes	Start & End Date:	August 2024 - April 30, 2025
Number of Vacancies:	*multiple positions available	Posting Expires:	June 9, 2024 11:59PM *or until position is filled

How to Apply:

Submit **cover letter AND résumé** to: [hiring@sagbc.ca](mailto: hiring@sagbc.ca)

Subject Line: <your name>: SNAP Support Staff Application

**** Please attach your Cover Letter and Resume in a PDF version**

About the Student Association & Its Program offerings

The Student Association is your student union representing the interests of all George Brown College students. The Student Association focuses on representation, advocacy, delivery of services and the operation of businesses to support its overall mandate.

We're here to be the bridge between the students at GBC and the college itself by listening to your concerns, advocating for students, and providing access to necessary services like Health Benefits, the Community Care Centre, and the Student Nutrition Access Program, events and recreation, clubs, academic support and legal services

Job Overview:

The Student Association represents 24,000+ GBC students, supporting students through shared struggles.

The Student Nutrition Access Program (SNAP) provides a range of food, nutrition, and related health and wellness supports to meet the needs of GBC students in ways that fuel and sustain, and enhance their academic experience.

This role is a front-line service role where you will be serving students, assisting in access of food and health with dignity. This role includes supporting: the operation of food pantries and food hampers, food and health nutrition wellness education, event programming, promotions and outreach, community services and referrals, campaigns, and initiatives that seek to end food insecurity and student poverty. This is a front-line service role. You will be part of meaningful work, working cooperatively alongside other part- time staff, SNAP Leads, and the Coordinator.

Opportunity for those interested in any or all of the following:

- food security • food justice • social services • health & nutrition • health & safety • service delivery & administration

GENERAL RESPONSIBILITIES:

- Provide students access to food, nutrition, and health resources.
- Support the operations of SNAP food pantry and food hampers including help with: student registration/in-take, fulfilling student pick-ups/visits, packing/assembly, receiving and shelving stock, inquiries and promotions.
- Receive, un-pack, inspect, stock, store, and organize food deliveries from partners, suppliers, and donors.
- Repackage, portion bulk foods, and distribute foods as directed.
- Provide support in the operation and delivery of SNAP food programs and services (e.g. Food Pantry, Food Hamper Delivery, Good Food Market, Breakfast Table, Community Garden, etc.).
- Provide support in the operation and delivery of SNAP community services (e.g. annual Tax Clinic).
- Promote service and issue-based awareness through promotions and community outreach. (e.g. tabling, virtual tabling, leafleting, class talks, surveys, presentations, etc.).
- Generate interest and enthusiasm on food and the issues through interactive tabling, registration drives, etc.
- Provide informational resources and referrals.
- Communicate and connect students to relevant social services at the Student Association, George Brown College, Toronto and the GTA; for example information of food banks, government and social assistance programs, mental health, housing, employment, health & safety, and volunteer programs.
- Support students on basic nutrition; for example, meal preparation and reading nutritional labels.
- Actively participate in trainings and learning opportunities (internal and external).
- Respond to questions and requests for support in-person and online with accuracy and timeliness.
- Participate in research or needs assessments to identify opportunity, understand, and address root causes of student food insecurity and poverty; stay current on issues concerning post-secondary hunger and food injustice.
- Perform data entry, inventory controls, reporting, appointment bookings, and general administrative tasks.
- Care and safeguard bookings and student information with privacy and dignity.
- Maintain cleanliness and organization of work spaces and food spaces at all times.
- Other duties as assigned.

YOU HAVE:

- Experience in food service, grocery, retail, or community work.
- Basic knowledge and understanding of food, nutrition, health, and wellness.
- Commitment to serve students with dignity and empathy; judgement-free and stigma-free.
- Listening skills, compassion, and empathy; ability to treat all with dignity.
- Comfort with conflict de-escalation.
- Ability to follow instruction and protocols, attention to detail and accuracy of work.
- Ability to be people-oriented, while completing multiple demands and timelines.
- Proficiency in internet and computers skills, including Microsoft Office Suite, Microsoft Teams, OneDrive, Zoom, Google suite, phones, and email.
- Ability to work independently with minimal supervision, but team oriented.
- An understanding of the Student Association and the importance of the student movement.
- Value equity, diversity, and inclusion.



Student Association of George Brown College

- Physical ability to lift minimum of 50lbs (23 kg) and physically handle stock (lifting, bending, standing) repetitive.

YOU MIGHT ALSO HAVE:

- Work/volunteer experience in a non-profit or social service sector.
- Work/volunteer experience with food banks, farmers' markets, vendor fairs, community fairs.
- Experience with food preparation, knowledge of safe food handling practices.
- Familiarity with community support programs and offerings at George Brown College and Toronto/GTA.
- Previous experience working with post-secondary students or within educational environments.
- Commitment to food security, social justice, food activism, equity, and/or wellness.
- Interest or experience in environmentalism and sustainability.
- Interest or experience in farming, gardening, indoor gardening.
- Experience hosting or delivering presentations, trainings, webinars, or online activities.
- Excellent service skills, working with marginalized communities from an anti-racist/anti-oppressive lens.

REQUIRED:

- Full-time GBC students enrolled 2024-2025 prioritized, or GBC part-time student and/or recent grads/alumni
- Availability
Job offer/continued employment contingent on availability; Must be available to work minimum 3 hour shifts Typical shifts occur Monday-Friday 9am-5pm.
- HOW TO APPLY: Must submit cover letter AND résumé.

Student Association Vision:

Students are empowered to influence a just world.

Mission Statement:

We are committed to supporting each other and the students of George Brown College in the struggle for students' rights, the pursuit of quality education and the provision of services in a safe, accessible and equitable environment.

Commitment to Equity:

The SA is committed to employment equity and encourages applications from historically underrepresented groups to apply.