



## **Job Description: Snack Assistant**

**Supervisor:** Snack Manager

### **Job Summary**

The Snack Assistant is responsible for supporting the Snack Manager with acquiring snack products, prepping, and packing snack in compliance with CACFP At-Risk Snack/Meal requirements for regular programming and as needed by request on non-regular programming days. This may also include snack delivery as needed.

### **Responsibilities**

- Assist with purchasing snack ingredients and supplies as needed
- Pick up food from Palisade Food bank and or other stores as needed.
- Food prep at New Emerson school then deliver to JRM warehouse for pickup
- Produce snack quickly. Ex) 150 sandwiches in an hour for 4-5 hours
- Producing snack bags with healthy snacks in the same time requirements as sandwiches Ex) pickles, pretzels, celery, etc.
- Use cleaning liquids to sanitize work area.
- Follow all local and state food safety guidelines as well as CACFP requirements
- Work under time crunch to have snack available to be delivered.
- Snack delivery to sites from JRM Warehouse as needed
- Complete all required trainings
- Other duties as assigned.

### **Qualifications**

- Able to stand on your feet for 4-6 hours at a time.
- Running vehicle to go to Palisade Food bank to pick up food and go to New Emerson school for food prep.
- Ability to lift up to 40 lb. 30-40 times per day.
- Able to go into walk in cooler and freezer to get food and store food.
- Experience working with food preparation preferred
- Ability to work efficiently under pressure
- Ability to interact with people of all ages and cultural backgrounds
- Ability to work independently and as part of a team

### **Position Details**

- \$14.32-16.32/ hour
- Part-time, 30 hours/week during school year (August-May) and June during summer programming. 5-10 hours 4th week of June-July.
- Benefits:
  - Accrued HFWA Sick Leave (1hr Sick Leave/30 worked, maximum 48 hours per year.)
  - \$150 monthly Health Stipend