



Penticton Indian Band

841 Westhills Drive,
Penticton, British Columbia
Canada V2A 0E8
Telephone: 250-493-0048 Fax: 250-493-2882

June 8, 2026

Employment Opportunity

The Penticton Indian Band (PIB) is currently seeking an ambitious and qualified individual to fill the following position:

Position Title:	Food Service Worker	Pay Rate:	\$ 20.00-31.00 (based on credentials and experience)
Department:	Health	Classification:	9/Support
Status:	Full-time; Permanent	Working Hours:	35 hours per week
Responsible To:	Associate Health Manager		
Location:	Snxastwilxtn Centre, 198 Outma Sqilxw Place, Penticton, BC, V2A 6J7		
Closing Date:	June 22, 2026		

Job Summary:

Under the direct supervision of the Associate Health Manager, the Food Services worker is responsible for the coordination of food service initiatives within the Penticton Indian Band Health Department and its partnering programs. The Food Services worker will work as part of a team to ensure the safe and efficient delivery of healthy and nutritious food for all health department programs, meetings, and at times events that caterer to participants, clients and staff at the Snxastwilxtn Centre and collaborative departments. The Food Service Worker must have a strong knowledge base related to the dietary needs of those individuals who are diagnosed and living with diabetes, heart disease, high blood pressure and other chronic/acute disease processes. All facets of food service will be mindful of the Okanagan/Syilx teachings and protocols.

Core Competencies:

- Client/Customer Focus
- Organization and Planning
- Good communication skills
- Time Management
- Problem Solving
- Energy & Stress Management
- Ethics & Integrity
- Budgeting
- Operating Equipment
- Service Orientation/Quality Orientation
- Teamwork
- Accountability & Dependability

Duties/Responsibilities:

Job Responsibilities and Work Performed

- Work with the Health team to coordinate and deliver community and program-based food services, i.e., Program, Clinic and at times events all pertaining to the food needs.
- Coordinate weekly and monthly program menu plans including weekly/monthly shopping lists
- Efficiently utilize time wisely by creating weekly shopping, prepping and cooking schedules i.e. shopping every Monday mornings
- Coordinate and oversee the monthly Healthy Harvest Box Program, ensuring all program coordinators submit their client lists in a timely manner and work closely with grocery store manager(s) to place orders and arrange delivery of produce
- Carry out food acquisition duties for programs noted above and submit requests as required. example: grocery shopping, budgets, memos, freezer and fridge, pantry inventory maintained
- Provide food preparation duties as required by various Health coordinators for Snxastwilxtn Centre and Recovery House sites.
- Collaborate and work with Health team to develop and maintain a menu planning database specific to identified health concerns, including diabetes, heart conditions and family health, current health status concerns
- Participate in Health Program planning meetings as required.
- Cleaning and maintenance of Kitchen facility, disinfecting countertops, high touch areas (fridge/freezer handles and doors) dishes- washed and put away, food safe packaging, both dry and liquid (freezer/pantry) including daily laundry of linens, dish towels/cloths, aprons etc.
- Monthly and bi-monthly oven cleaning, cabinets, windows, vent hoods and dishwasher.
- Tracking and reporting of equipment deficiencies
- Food inventory tracking, date tracking (First In-First Out Rule)
- Training of volunteer cooks in proper use of kitchen appliances and procedures for safety
- Participate in program and community events as required.
- Participate in weekly staff meetings
- Collaboration with the Garden to preserve produce and planting of the upper health building planters (veggies/herbs etc.)

Qualifications/Requirements:

Minimum Academic/Educational Requirements

- Grade 10 and/or mature student status; or
- Culinary Arts training and/or equivalent experience

Other Certification, Licenses, Designations and/or Training

- Current Food Safe certification
- Class 5 BC Driver's License with Clean Driver's Abstract
- Criminal Record Check including vulnerable sectors
- Annual TB Screening

Minimum Level of Experience

- 1 year experience cooking and working in food services and/or related area – preferably within a First Nations context

Assets:

- Knowledge of Traditional food preparation and preservation
- Knowledge of Okanagan Culture, teachings and protocols related to food
- Group facilitation experience and/or training
- Community programming experience
- Trauma Informed Practice Guidelines

Working Conditions:

- This position is housed in the Snxastwilxtn Centre and has shared office space, computers, and telephone.
- Office space is separate from the kitchen and approximately 25% of work time is done in office, 50% in kitchen and 25% time is spent shopping, cleaning etc.
- This position has daily connection with program teams but will mostly work independently.
- Requires a moderate level of physicality and ability to lift to 50lbs.
- Ability to stand for long periods of time.

Preference will be given to qualified Aboriginal applicants as per section 21 of the Human Rights Code.

*All Penticton Indian Band employees are encouraged to learn about the culture, language and customs of the Okanagan people and must be willing to continuously upgrade their skills and knowledge and further their formal education.

The Penticton Indian Band offers a competitive compensation and benefits package as well as a great team and respectful work environment. If you are qualified and looking for an exciting and rewarding career. Please send a resume and cover letter to the attention of:

Armando O. Lopez, HR Manager
Penticton Indian Band

Mail: 841 Westhills Drive **Fax:** (250) 493-2882
 Penticton, BC V2A 0E8 **Email:** jobs@pib.ca

In Person: PIB Administration Offices – 841 Westhills Drive, Penticton, BC

The Penticton Indian Band provides equal employment opportunities to all, regardless of race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status, family status, political belief, creed, disability that does not prohibit performance of essential job functions or that cannot be accommodated, or conviction for which a pardon has been granted. However, where two or more applicants have comparable or equivalent skills and qualifications, preference shall be given, in the following order, to persons with specific knowledge of and/or experience with Sn'Pink'tn(Penticton) language (N'syilxcen), culture, history and customs; persons of Aboriginal, Métis or Inuit ancestry; and all others. We thank all those who apply; however, only those candidates selected for interview will be contacted.