



Mission

Our mission is to leverage the power of food to end hunger and build healthier communities.

Vision

We believe that the fight against hunger and the fight against poverty are one and the same. We envision a future in which food is recognized as a human right and every person is able to feed themselves and their families in dignity.

Together, we work to create a more nourished, prosperous region.

Values

Our core values define who we are and how we work with our communities. Foodlink & our team members

Compassion - treat all with dignity & respect; build kinship with those we serve

Innovation - say yes; avoid complacency risk failure in the pursuit of ending hunger

Collaboration - build a shared vision, create synergies, maximize resources

Agility - respond urgently to the ever-changing needs of our community

Stewardship - maximize the impact of every dollar, donation and asset

Job Title: Cafe Supervisor

Department: Career Empowerment Initiatives

Reports to: Director of Career Empowerment Initiatives

Schedule: 7:30am-4pm, Monday - Friday

Supervises: Cafe staff

Status: Full-time, hourly, non-exempt

SUMMARY

The Foodlink Community Café launched in 2021 with a mission-driven, pay-what-you-can concept. It provides training opportunities for Foodlink's culinary apprentices and delicious food for the public in downtown Rochester at the Central Library, regardless of any individual's ability to pay.

The Cafe Supervisor will:

- Believe in and support the mission and vision of Foodlink and the Cafe
 - Demonstrate Foodlink values and maintain a Cafe culture where Everyone is welcome
 - Provide hands on training and coaching to Fellows and summer youth workers at Cafe
 - Oversee daily operations at the café including; the preparation of high quality food, delivery of excellent customer service, and uncompromised food safety and cleanliness.
 - Work closely with Foodlink's Executive Chef for operational support needs
 - Transport Fellows and products between Foodlink headquarters and the cafe daily
 - Serve as a Foodlink representative to Cafe vendors, customers, and other partners
 - Serve as the liaison to library staff and security as needed on a daily basis
 - Manage POS system; analyze inventory and financial data utilizing daily, weekly, monthly, and quarterly reports.
 - Provide administrative support related to the café as needed
-

Preferred candidates will have:

- 1 + years experience in retail, food service and/or customer service as well as a people-first mentality.
- ServSafe Managers Certification, strongly preferred
- A growth mindset; solution oriented
- Ability to clearly communicate (speak, read and write proficiently) in English required. Ability to clearly communicate (speak, read and write proficiently) in Spanish a plus.
- Ability to communicate effectively, clearly, and with cultural competence
- Ability to occasionally work flexible hours, which may include evenings and/or weekends.
- Experience with Windows-based software, including use of the internet and advanced working understanding of Microsoft Office suite including Outlook, Word, Excel and Teams; Google suite
- Ability and willingness to learning new software programs, processes, and systems, with appropriate training
- Strong attention to detail and ability to solve practical problems under time constraints.
- Ability to organize, manage, and prioritize multiple tasks and responsibilities in order to complete work in a timely manner and within established deadlines.

We are actively seeking diverse candidates for this position and encourage applications from candidates of color.

SALARY AND BENEFITS

This is a full time, year-round position, paid at \$20.00 per hour. Foodlink covers 100% of individual health and dental insurance with the ability to acquire family coverage with pretax dollars. In addition to generous paid time off (PTO), we observe 14 paid holidays throughout the year. Opportunity to contribute to a 401k retirement savings plan upon hire. Eligible for generous employer match after 1 year of service.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to stand, sit and talk or hear. The employee is frequently required to use hands to handle equipment or feel items such as documents. The team member is required to stand; walk and reach with hands and arms. Specific vision abilities required by this job include close vision, color vision and ability to adjust focus. This position regularly requires the individual to lift objects weighing up to 50lbs.

Work Environment

The work environment characteristics described here are representative of those a team member encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually quiet Note: *The above description is illustrative of tasks and responsibilities. It is not meant to be all- inclusive. Employees will follow other instructions and perform other related duties as required.*

Everyone is welcome here! Foodlink is an equal opportunity employer. All applicants will be considered for employment without regard to age, race, color, religion, sex, sexual orientation, gender identity, national origin, genetics, veteran, or disability status.