



Cafe Associate

DIVERSITY, EQUITY, & INCLUSION STATEMENT:

At the YWCA Saskatoon, we believe in the importance of diversity, equity, and inclusion. We are dedicated to creating and cultivating an inclusive workspace and workforce that represents the communities we serve. We acknowledge that certain groups have been historically disadvantaged and continue to face barriers in the workforce. In collaboration with the Canadian Employment Equity Act, we have identified the following groups, which have experienced historical and/or current obstacles, as part of our equity priority group:

These include:

- Indigenous peoples
- Persons of colour
- Persons with disabilities
- Women
- 2SLGBTQ+ community
- Newcomers to Canada

We base our selection process on merit and encourage all diverse groups to participate fully. We acknowledge the barriers that affect equity groups, and we're committed to addressing, mitigating and accommodating these barriers to strive for equity in the workplace.

If during the application and selection process you require accommodation, please email Areesha Kanshi at akansi@ywcaskatoon.com.

POSITION SUMMARY:

Working as part of a collaborative team, the Café Associate is responsible for providing food that supports Fitness on 25th's mission of ensuring individuals' nutritional wellbeing. The associate supports kitchen operations, helps maintain safe, clean, and sanitary facilities, ensures safe food preparation, storage, and disposal in accordance with accepted food handling practices, and serves customers by taking orders, preparing and presenting food and beverages, and handling transactions.

POSITION REPORTING:

Reports to the Café Manager

HOURS OF WORK:

This is a temporary full-time position with 37.5 hours per week. The set work hours are 9:00am to 5:00pm Monday to Friday, with room to adjust hours if necessary.

MAJOR RESPONSIBILITIES:

All aspects of purchasing, food preparation and service, including:

- 1) Work with the Fitness on 25th team to provide nutritional foods that support the Fitness on 25th mission.
- 2) Assist with daily food preparation and portioning for resale.
- 3) Assist with compiling weekly grocery lists and supporting grocery orders as directed by the Cafe Manager.
- 4) Support in-house catering services, including food preparation, service, and cleanup.
- 5) Maintain Sanitary and safe practices in food preparation and service.
- 6) Serve customers and process payments for food items purchased
- 7) Adhere to regular cleaning schedules for kitchen equipment, appliances, and food service areas.
- 8) Assist with opening and closing duties as assigned.
- 9) Provide welcoming, respectful, and inclusive customer service to all clients.

QUALIFICATIONS AND EXPERIENCE:

- Previous experience in food service or a café/restaurant environment is preferred.
- Barista experience or familiarity with preparing and serving beverages.
- Excellent customer service and communication skills.

The following qualifications are required for the position:

- Current Criminal Record Check
- Food Safe Certification

Wage: \$15.62 – Daycare Cook Wage Grid

YWCA Saskatoon operates on Treaty 6 Territory – the traditional homeland of the Nehiyaw and Nehithaw Cree, Dene, Nahkawe Saukteaux, Dakota, Lakota and Nakoda peoples, as well as the Homeland of the Métis Nation.

We pay our respect to the First Peoples of this land and affirm our commitment to authentic, meaningful and action-led truth and reconciliation.

Please note that the SEIU-West is the union and bargaining agent for all in-scope employees.

CONTACT INFORMATION:

This is a **Temporary full-time** position for a 3-month term with the possibility of extension. Preferred hours are 37.5 per week, with flexible scheduling options available. Applications in the form of a resume and cover letter will be accepted until 4:00 pm of January 22, 2026 and should be forwarded to careers@ywcasaskatoon.com with attention to Rahim Ramji, Director of Fitness.

YWCA Saskatoon thanks all who apply. Only those selected for an interview will be contacted

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