



Orange County Head Start, Inc. Career Opportunity

FOOD SERVICE SUPERVISOR

Would you like to make difference in the lives of Orange County's most vulnerable children?

As a non-profit organization, Orange County Head Start, Inc. (OCHS) serves preschoolers, infants, toddlers, pregnant women and families throughout Orange County, including families on public assistance, children with disabilities, from homeless and foster families, and teen parents. OCHS's programs and services promote school readiness, early reading, science, mathematics, social skills and physical development. Through the additional support of comprehensive services, including health, nutrition, mental health and family partnership building, parents are empowered as leaders and advocates for their children's education, families' success, and betterment of the communities.

Responsible and accountable for supervising the food operation within an assigned facility, including ensuring food preparation and distribution is in compliance with the Child and Adult Care Food Program, applicable Head Start Performance Standards and OCHS policies and procedures. Supervise food services staff in the production and delivery of meals, and ensure quality and other performance standards are achieved. Supervise and develop food service staff so that they meet or exceed performance standards safety and sanitation regulation 5, and adhere to agency and department policies, practices, and procedures. In conjunction with the Nutrition and Food Service Manager, prepare and deliver performance reviews on food service staff, recommend performance improvements and pay administration. Participate in selection interviews and train new Food Service employees. Perform other duties and projects as assigned by the Nutrition and Food Service Manager.

Education / Experience / Knowledge: Bachelors degree preferred. High School diploma with extensive experience may be substituted for education degree requirements. Minimum of two years of food preparation experience in an institutional setting; prefer minimum of one year of food service supervisory experience. Thorough knowledge of meal planning, food purchasing, preparation and delivery. Knowledge of food service equipment, special diets. Ability to develop knowledge of Child and Adult Care Food Program rules and regulations, related Head Start Performance Standards, and OCHS policies and procedures. Ability to pass Food Handler Certification exam. Strong oral and written communication skills. Bilingual (Spanish) preferred.

We offer a salary range of \$54,000 – \$59,000 annually with excellent benefits, a retirement plan, and the opportunity to serve young children and their families in Orange County. 9.5 and 12 month positions possible.

Final filing date: Friday, July 23, 2021 at 5:00 p.m.

Apply now to join our team!

Submit an application, resume and transcripts to:

Orange County Head Start Inc.
2501 S. Pullman Street, Suite 100
Santa Ana, CA 92705

For further information and additional career opportunities, please visit the careers section on our website at www.ochsinc.org or call our Human Resources Department at 714-241-8920. Fax 949-596-8291

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