

***Community Action Partnership of Lancaster and Saunders Counties is a private,***

***not-for-profit organization with the belief that extraordinary employees have the power to***

***positively transform lives and communities. We value people who are passionate, ethical,***

***and dedicated to empowering those living in poverty to reach economic stability.***

**The Gathering Place Operations Coordinator On-Call**

Located at 1448 E Street in Lincoln, The Gathering Place serves free evening meals to homeless and

near-homeless individuals and families living in our community. Meals are served Monday through

Friday.

The Operations Coordinator On-Call position is an on call position with varying hours.

**Key responsibilities include:**

* Oversee the meal serving operations of The Gathering Place in absence of the Manager or Coordinator.
* Plan and coordinate food preparation, meal service and production to ensure consistent standards of high quality in all aspects of food handling.
* Clean and sanitize kitchen utensils, equipment and food preparation areas.
* Receive and verify deliveries, maintaining proper storage conditions.
* Supervise volunteers providing services during meal times.

Training in food preparation and experience working with diverse populations is preferred. Must be able to use a variety of kitchen utensils and equipment. Strong verbal and written proficiency of the English language is required. Must have or be able to obtain a Level II Food Handler’s Permit.

You will find complete job listing and details at the following websites:

*Communityactionatwork.org*

*Careerlink.com*

*Networks.nebraska.gov*

**For information regarding benefits please contact Human Resources at**

**402-875-9315 or** [**mandrews@communityactionatwork.org**](mailto:mandrews@communityactionatwork.org)

**Resumes should be sent to** [**mandrews@communityactionatwork.org**](mailto:mandrews@communityactionatwork.org)

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