

LOWER SIOUX INDIAN COMMUNITY
LOWER SIOUX HEALTH AND HUMAN SERVICES
JOB DESCRIPTION

Job Title: Wicozani Cook
Location: Lower Sioux Recreation Center/Lower Sioux Kitchen
Reports to: Project Manager/Registered Dietitian
Part Time: Approximate 16 hours per week within the hours of 8:30 a.m. - 1:30 p.m.
Temporary Position: 7 Weeks, May 28 - July 26th
Wage: Dependent on qualifications

Summary:

The Lower Sioux Community's Notah Begay III Foundation (NB3) funded program, *Native Strong: Healthy Kids, Healthy Futures* community action grant has been working to improve the health and wellness of children and families within the Lower Sioux Indian Community. The Wicozani Cook will be responsible for adhering to food safety regulations, meal planning, food preparation and educating youth on cooking skills. Specific responsibilities throughout the duration of the grant period will include, but are not limited to:

- Coordinating with Project Manager, Community Health staff and Recreation Center staff planning team to carry out weekly cooking with youth.
- Weekly grocery shopping, food prep and clean up
- Supervising youth during cooking activities

Essential Duties and Responsibilities:

- Working with youth of all ages on meal preparation and demonstration.
- Excellent time management skills and ability to prioritize in a fast-paced environment with competing demands.
- Promoting and supporting Dakota culture and language with youth.
- Desire and ability to work collaboratively with team members and other departments.
- Quick and pro-active learner.
- Polite and professional manner.
- Team-oriented player.
- Ability to work independently and with limited supervision.
- Indian Health Services' Food handler training and certification.
- Coordinate all program goals and objectives, under the advisement of the project manager.
- Adhere to program policies and procedures, as well as, all Lower Sioux Indian Community Human Resources Policies and Procedures.
- Maintain confidentiality and a high degree of professional ethics.

- Other duties as assigned.

Education and Experience:

- Preferred cooking experience for large groups
- Relevant work experience with youth.

Qualifications:

- Must have valid Minnesota driver's license and proof of insurance.
- Must be insurable under the tribe's auto insurance
- Ability to communicate effectively orally and in writing.
- Demonstrated ability to take initiative and perform well with some independence.
- Understanding of Lower Sioux Cultural values, lifestyles, traditions
- Excellent attendance and punctuality is a must.
- Ability to maintain confidentiality and a positive working relationships with community and staff
- Subject to drug screen and background checks
- Interest in and commitment to American Indian/Alaska Native health.
- American Indian preference applies.

Physical Requirements:

- Physical activity associated with this position will include, bending, lifting, standing and carrying.

Questions may be directed to:
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