Food Handler Trainer

The YMCA offers an exciting and innovative work environment with a culture committed to serving all members of our community. The YMCA New American Initiative is seeking to hire a part-time Food Handler Trainer.

Job Description:

Will be responsible for developing and teaching contextualized curricula aligned with adult learning principles. And the necessary skills that support and train participants, leading to a Serve Safe Food Handler Certification, facilitating assigned classes, evaluating students’ progress, and supporting the programs and services within the New American Initiative in Flushing, Queens, and Chinatown communities.

Responsibilities:

- Instruct participants in food handling, leading to a Serve Safe Food Handler Certification.
- Partner with primary ESOL Instructor to ensure contextualized ESOL curricula is appropriate and relevant to the restaurant industry.
- Plan and implement curricula, assessment, testing, and activities that lead a minimum of 20 participants every 10 weeks to a Serve Safe Food Handler Certification.
- Secure and maintain all materials for instructing and proctoring Serve Safe Food Handler Certification lessons and exams.
- Complete student assessments within the communicated timeline of the Initiative.
- Maintain accurate and timely student files, including students’ work, documentation of skill development, test results, and case notes, as appropriate.
- Support with classroom administration, including ordering supplies as appropriate.
- Manage and submit class attendance and interactions daily. • Ensure timely data entry into databases, as needed.
- Model the best practices of hospitality and positive culture.
- Support all aspects of programming, including but not limited to community outreach, recruitment, and participant outreach.

- Work enthusiastically as part of a team and establish positive relationships with participants, the community, collaborators, and partnerships.

- Actively participate in training sessions, designated meetings, and events.

**Qualifications:**

- Bilingual (Mandarin/English) required.

- Minimum of 1 year of experience in teaching/instructing adult students.

- Serve Safe Manager Instructor/Proctor Certification Required · Food Handler Certification Required

- Must know state and city food handling regulations.

- Are in a training role at a trade school or state restaurant association.

- Have worked in a food service operations environment for a minimum of one year.

- Ability and interest in working with diverse populations.

- Knowledge of principles and practices related to adult literacy.

- Must be a self-starter, highly organized, patient, and able to work well with others.

- Must be available to work a flexible schedule during hours of operation, 9 am-9 pm.