

# Food Skills for Families

## Community Facilitator Role Description



### **ROLE DESCRIPTION**

Diabetes Canada is a national charity that makes a positive difference in the life of every person living with diabetes in Canada and those supporting them. Our mission is to lead the fight against diabetes by helping people with diabetes live healthy lives and preventing the onset and consequences of diabetes while we work to find a cure.

Community Facilitators (CF) work with Diabetes Canada to set up and facilitate Food Skills for Families programs within their community. Programs are targeted towards specific at risk populations and follow a hands-on curriculum. CFs are responsible for facilitating each of the six sessions as laid out in the program's Facilitator Guide, organizing a grocery store tour for one of the sessions, purchasing groceries ahead of each session, ensuring participants correctly complete forms during the program, communicating any issues with Diabetes Canada and returning all materials to Diabetes Canada once the program is complete.

### **REQUIREMENTS**

**Current Employee:** Applicants must be employed by an organization that plans to host a Food Skills for Families program within six months of the completion of this training. Organizations must be approved by Diabetes Canada prior to training and meet the program's *Host Requirements*. Applicants are expected to deliver the program as part of their current role with their organization.

**Food Safe:** Have level one Food Safe Certification (can be obtained after taking the Train-the-Trainer program as long as it is done before first course is delivered)

### **RESPONSIBILITIES**

- Facilitate the Food Skills for Families program at your place of work. Programs run one day a week for three hours over the course of six weeks. Programs require an average time commitment of 33 hours by the facilitator (this includes time to shop for groceries, facilitate the class and do paperwork).
- Organize the shopping tour for session five
- Ensure the kitchen space is suitable to run a program for twelve participants and has the required space and cooking equipment. All hosts and kitchens must receive prior approval from Diabetes Canada and meet the program's *Host Requirements*.
- Deliver program as per the Facilitator Guide and CF Manuals.
- Mail in program forms after session six.

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### **EDUCATION, EXPERIENCES & SKILLS**

- **Teaching Experience:** Previous group teaching experience with the ability to make learning easy and fun for adults preferred. Experience running a community kitchen would be an asset.
- **Experience Working with Diverse Populations:** The Food Skills for Families program has been developed into five curriculums for the Aboriginal, newcomer, low income, South Asian and active seniors populations. Using these curriculums the program has also been successfully delivered to various other groups including the mental health population, men's only groups, and pregnancy outreach groups.
- **Enthusiasm for Health:** Keen interest and excitement about healthy eating, cooking and safe food handling. This includes having a basic knowledge of Eating Well with Canada's Food Guide and nutrition.
- **Confidence in the Kitchen:** Good cooking skills and confidence in carrying out food demonstrations.
- **Effective Communication Skills:** Ability to communicate effectively. Have strong speaking, reading and writing skills, as well as strong interpersonal skills.
- **Empathy:** Ability to understand various skill levels and provide support for those who need it.
- **Sound Judgment and Initiative.**
- **Vehicle:** Use of own vehicle.
- **Email:** Access to email and internet.

*At Diabetes Canada, we encourage applications from all qualified individuals, and value a diverse workforce that reflects the communities we serve.*

*We thank all interested applicants.*