



School District 72 operates throughout a large geographic area. Campbell River and Quadra Island schools and our school board office are located on the traditional territory of the Liḡwít̓daḡw people. School District 72 also encompasses the traditional territory of the Klahoose (Cortes), K'ómoks (Sayward), and ḡw̓emaḡk̓wu (Bute Inlet) First Nations.

SUPPORT STAFF

Position:	Culinary Program Assistant
Posting Number:	SY2627-PA-002
Term of Employment:	10-Month Term (September 9, 2026 – June 29, 2027)
Hours/Day/FTE:	5.6 Hours/Day
Wage/Salary:	\$27.03/Hour
Deadline to Apply:	4:00 PM on Thursday, July 30, 2026

Join Our Team

School District 72 is looking for a **Culinary Program Assistant** to join our team of professionals at **Carihi Secondary School** who strive to bring the district's learning beliefs to life.

School District 72 (Campbell River) is located on the east coast of central Vancouver Island, extending north to Sayward and south to Oyster River. The district also includes the outer islands of Read, Cortes, and Quadra. The district serves over 5,600 students in 18 schools with a diverse range of programs that are progressive and responsive to the educational needs and interests of students.

The district respects and values the relationships with all First Nations, Métis, and Inuit peoples who reside in these territories. It is with respectful consideration that the programs and services provided to students and staff acknowledge their histories, cultural contributions, and contemporary concerns.

About the Role

The Culinary Program Assistant reports to the School Administrator and takes day-to-day direction and guidance from the culinary teacher. This role works in collaboration with the student support team and will provide general care, supervision and assistance to students, some with diverse needs. The Culinary Program Assistant supports and participates in culinary and baking activities.

Specific Responsibilities

- Assists teachers in the delivery of food service instructional programs, reinforcing students safe and efficient methods of food preparation and distribution.
- Performs food prep tasks – demonstrating techniques to follow recipes, weighing and measuring food, using appropriate terminology, and exercising knife skills.
- Provides general supervision to students participating in the culinary program.
- Develops relationships with students; provides encouragement, advice, and assistance regarding life skills, direction, and preparation.
- Set up and storage of culinary equipment and activities.
- General facility and equipment preparation, and cleanup.
- Facilitates and encourages positive social interactions with students, staff, and in the community.
- Ensures the safety of large student groups by reiterating rules and following protocols.
- Safely work with various kitchen tools, appliances, equipment and transport vehicles.

- Maintains healthy and safe work practices in accordance with the School District Guidelines.
- Protects and respects the confidentiality of student information.
- Participates in staff meetings as requested.
- Performs other job-related duties as assigned by the principal or designate.

Qualifications

- Grade 12 diploma plus completion of Responsible Adult Course, or the completion of a course, or a combination of courses, of at least 20 hours duration in child development, guidance, health and safety, or nutrition.
- A minimum of 1 year of recent experience working with youth and children.
- Demonstrated experience with culinary, baking and pastry arts.
- BC Food Safe Level 1 or equivalent.
- Demonstrated evidence of strong communication skills (verbal, written and electronic formats) using tact, discretion, and diplomacy, while maintaining confidentiality in matters related to the school district.
- Ability to work collaboratively as part of a team with colleagues, parents, and children.
- Ability to use judgement to select appropriate courses of action within the limits of established methods and procedures.
- Ability to effectively interact and establish positive rapport with students.
- Strong problem-solving and organizational skills with the ability to work with minimal supervision.
- Ability to work proactively and in a self-directed manner to foster an atmosphere of trust and respect for and from students.
- Ability to be flexible and adaptable.
- Demonstrated willingness to participate in professional development as provided by the district.
- Class 5 BC Driver's License is required.

Contribute to Our Success

The Campbell River School District proudly developed a strategic plan for 2024-2028 that prioritized the following:

- Honour Indigenous World Views and Perspectives
- Student-Centred Learning Environments
- Evolving for Tomorrow

The following commitments are essential to all positions within the Campbell River School District:

- Commitment and adherence to workplace policies, procedures and practices.
- Commitment to standards of conduct, including behaving in a manner that is: respectful, professional, team-oriented, collegial, collaborative, ethical, honest, and trustworthy.
- Commitment to understand and implement the Truth and Reconciliation Calls to Action and the Declaration on the Rights of Indigenous Peoples Act.

Employment Equity

We value diversity of people to best represent the students and communities we serve as an equitable and inclusive employer. We welcome applications from all backgrounds, demographics and life experiences.

School District 72 is also committed to creating and maintaining an accessible work environment for all members of its workforce. Within this hiring process we will make efforts to create an accessible process for all applicants (including but not limited to people with disabilities). Confidential accommodation is available on request.

How to Apply

Please submit applications through the [School District 72 Job Connect Portal](#). We thank all applicants for their interest and advise that only those candidates selected for an interview will be contacted. The successful candidate will be required to complete a criminal record check.

Please ensure your application includes a cover letter stating the posting number, an updated resume and references, including most recent supervisor(s).

In accordance with Article 16.01 (a), "the applicant with the greatest seniority and having the required qualifications, skills and ability to perform the job applied for shall be awarded the position."

The district reserves the right to employ methods of assessment to assess qualifications, skills and ability. Assessment of qualifications, skills and ability may include, but not limited to, hours of experience, proof of certification, testing, interviewing, probationary periods and so on.