



Position: Summer Student – Kitchen Helper

Schedule: 5 days a week; 8-week term

Location: On site at the Hospice (Etobicoke)

Compensation: \$17.60 hourly (35 hours/week)

Eligibility:

As a Canada Summers Jobs position, candidates must be:

- Between 15 and 30 years of age
- Canadian citizen, permanent resident, or has been officially granted refugee protection in Canada and legally entitled to work in Canada (valid Social Insurance Number)

Dorothy Ley Hospice (DLH) has been caring for community members in Etobicoke, West Toronto and Mississauga for more than 35 years. As one of Ontario's oldest and most established hospices, we're helping to lead the future of hospice palliative care. We offer community and hospice residential palliative care, as well as grief and bereavement support.

Job Description:

Reporting to Nutrition and Residential Coordinator, the position will support the nutrition and residential coordinator and volunteers to ensure the smooth running of food service operations at the Dorothy Ley Hospice. The role may include direct interaction with hospice individuals.

This role provides a tremendous opportunity for students to gain practical experience in a healthcare setting, focusing on resident wellness, health and safety and teamwork.

Key Responsibilities:

Food Preparation Assistance:

- Assist with meal preparation by washing, chopping, and prepping ingredients.
- Help with assembling meal trays for hospice individuals according to dietary requirements.
- Prepare soups, entrees and baked goods.
- Follow hospice recipes and food preparation procedures.

Cleaning and Sanitizing:

- Maintain cleanliness and hygiene in the kitchen area by washing dishes, utensils, and equipment.



- Clean countertops, and kitchen appliances.
- Ensure all kitchen supplies are sanitized and organized.

Food Storage and Organization:

- Properly store food in accordance with health and safety standards.
- Assist in labeling and rotating food items to ensure freshness and avoid waste.

Inventory Management:

- Monitor and report inventory levels of food and kitchen supplies.
- Assist in receiving and organizing deliveries of food and supplies.
- Help prepare grocery lists based on stock levels and kitchen needs.

Health and Safety Compliance:

- Follow proper food handling, safety, and sanitation procedures.
- Ensure adherence to infection control policies within the kitchen.
- Assist with maintaining health and safety regulations in the kitchen.

- Perform other duties as required by the nutrition and residential coordinator.

Please note that we do not use artificial intelligence (AI) in any part of our recruitment process.

Interested candidates should submit in electronic format a covering letter and their resume, to Human Resources at Dorothy Ley Hospice hr@dlhospice.org by **May 22nd, 2026**

We sincerely thank all candidates for their interest. Only those candidates selected for interviews will be contacted.