Kerr Street Mission
Oakville's Mission of Hope

Kerr Street Mission (KSM) is a Christian charity dedicated to helping the community of Oakville care for low-income and at-risk families and youth, by coming alongside families in distress and helping them get to a healthier, more sustainable situation and by developing youth so they don't end up in poverty.

KSM provides a *place* where people can gather and find help. It brings *people* together to serve and be served, facilitates the communities' *response* to the needs of families and individuals in distress, and creates opportunity for God's love and compassion to be shared in practical and tangible ways.

KSM serves low income and at-risk families, at-risk youth, and local churches and other groups committed to serving the families and/or youth in need.

Our faith in Jesus Christ, and the love and compassion we have received from Him motivates us to have love and compassion for others. We believe every person is created in the image of God and is loved and valued by Him. We work with people of all faiths, without discriminating, proselytizing or condition.

Position Title: Food Services Support
Term: Contract – 6 Months
Hours: Part Time – 20 hours / Week
Rate: $22.00 – $24.00
Start: Immediate

Position Summary: The Food Services Program Support will be an integral part of the KSM Food Services team, playing a crucial role in our mission to serve the community. The individual will ensure service excellence to the community through supporting daily program operations, assisting with market duties and other projects as well as with the pickup of food donations from local donors, suppliers and partners using the KSM vehicle. In addition, this individual will report too and work closely with the Warehouse Logistics & Supplier Relations Coordinator and support the setup, organization, and supervision of other Food Service programs such as the Food Market and Choose Fresh. This role can be physically intensive, and the individual will often spend time away from their desk. The individual in this role must ensure that all clients, volunteers, and staff are treated with the utmost respect, compassion, and dignity. At KSM, we are committed to providing a best-in-class experience, where everyone feels valued and respected, fostering an inclusive and respectful work environment.

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Primary Areas of Responsibility:

Market Restocking:

- Work with the Food Services team to ensure that the market is set up daily.
- Stock and organize the market to provide a clean and streamlined environment for volunteers and clients.
- Collaborate with volunteers to ensure that the market operates smoothly and efficiently while providing clients with the best experience possible
- Support with the rotation of inventory, Choose Fresh, and other products within the market. Step into a variety of roles in the market as needed.

Donation and Food Shipping and Receiving:

- Work with Warehouse Logistics & Supplier Relations Coordinator to participate in pick up and drop off of donation bins and food items
- Receive, track and sort through deliveries and donations
- Transport donations to and from KSM and help unload to the appropriate storage facility
- Receive fresh produce to build relationships with local farmers, supplies, and community partners.
- Receive donations from corporate and individual donors with a positive attitude, working alongside the fundraising department to track donation weights and donor names to ensure accurate donation tracking.

Qualifications

- Valid G License and clear drivers abstract
- Obtain a Commercial Vehicle Operations Registration Certificate (CVOR)
- A humble heart and collaborative
- People-focused and a passion for serving others
- Strong time management and attention to detail
- Ability to move inventory up to 50 lbs at a time
- Collaborative and able to work effectively with other people
- Problem-solving and innovation skills
- Ability to work flexible hours, including evenings and weekends, as necessary

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- Experience operating pallet jack and walkie stacker or willingness to learn
- Experience working with inventory management systems is an asset
- First Aid Certification is an asset

A successful vulnerable sector police background check is a requirement and a pre-requisite along with a minimum of two references. All employees must comply with the Mission, Vision, and Core Values of Kerr Street Mission.

Interested candidates should submit their Resume and Cover Letter to humanresources@kerrstreet.com by November 25th, 2026. Early applications are encouraged. *Only candidates selected for an interview will be contacted. We appreciate the time and effort taken to apply and thank all applicants for their interest in joining our team.

Kerr Street Mission is an equal opportunity employer committed to hiring a diverse workforce and sustaining an inclusive culture. We offer an environment that will support you in reaching your potential. In accordance with the Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act, 2005, accommodation will be provided in all parts of the hiring process. Applicants need to make their needs known in their cover letter when they apply.