

**New York City Department of Health and Mental Hygiene, Healthy Eating Unit  
Temporary, Part-time, Stellar Farmers Markets Culinary Educator**

**Overview**

The Healthy Eating Unit within the New York City Department of Health and Mental Hygiene's (DOHMH) Bureau of Chronic Disease Prevention and Tobacco Control is seeking educators to conduct nutrition education and food workshops at farmers markets serving low-income New Yorkers as part of the DOHMH's Stellar Farmers Markets program (SFM). SFM engages with adults and staff at farmers markets to support and encourage healthy eating habits.

**Position Details**

Culinary Educators will work as part of a team in the preparation and delivery of nutrition and cooking workshops at farmers markets from July-November 2018 and attend biweekly meetings on Monday afternoons. The Culinary Educator will report to Nutrition Educator (team leader) and be responsible for implementing interactive cooking demonstrations using recipes that feature local and seasonal produce. This paid position is part-time and seasonal to coincide with the regional growing season. Culinary Educators will be required to attend a paid 5-day training from June 18- June 22, 2018 and **commit to working a minimum of 2 days per week (plus biweekly Monday afternoon meetings), including one weekend day, for the duration of the season.** Culinary Educators' hours depend upon and coincide with market schedules.

**Responsibilities**

Duties will include, but are not limited to:

- Collaborate with Nutrition Educator to prepare for and implement interactive cooking demonstrations at farmers markets
- Follow curriculum and ensure integrity and fidelity of programming
- Assist with and ensure proper set-up and breakdown of tent, cooking equipment and educational materials
- Maintain food safety, including cleaning and sanitation of all cooking equipment used in cooking demonstrations
- Market and promote program at farmers markets to ensure minimum required level of participation is achieved
- Maintain and encourage environmentally sustainable practices at workshop sites
- Attend biweekly meetings at DOHMH offices in Long Island City (Monday afternoons)

**Requirements**

- Must be eligible to work in the United States (please see the last page for the required documentation)
- Basic knife skills and ability to execute basic cooking techniques
- Experience or training in nutrition or culinary arts
- Knowledge about regional produce
- Dynamic personality and excellent presentation, interpersonal and communications skills
- Ability to work in multi-cultural settings with diverse populations
- Flexibility to adapt recipes to reflect the food culture of communities served

- Willing and able to stand for long periods of time and work outside in inclement weather conditions
- Willing and able to regularly lift and transport items weighing up to 25 pounds (to and from storage site to workshop location on a weekly basis each market day)
- ServSafe certification or successful completion of the NYC Food Protection course (prior to June 18, 2018)
- Commitment to a minimum of 2 days per week of work, including one weekend day and biweekly Monday meetings for the duration for the season

#### **Preferred Skills**

- Experience implementing cooking demonstrations
- Experience working as part of a team
- Understanding of health inequities, regional food systems and community food security issues in NYC
- *Strong preference will be given to applicants with bilingual skills and formal experience in food service*

Interested candidates should send a completed application and resume to the DOHMH Nutrition Education Team at [eatwell@health.nyc.gov](mailto:eatwell@health.nyc.gov). Deadline to apply is **March 19<sup>th</sup>, 2018.**

## LISTS OF ACCEPTABLE DOCUMENTS

**All documents must be UNEXPIRED**

Employees may present one selection from List A  
or a combination of one selection from List B and one selection from List C.

LIST A Documents that Establish Both Identity and Employment Authorization	OR	LIST B Documents that Establish Identity	AND	LIST C Documents that Establish Employment Authorization
<ol style="list-style-type: none"> <li>1. U.S. Passport or U.S. Passport Card</li> <li>2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)</li> <li>3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa</li> <li>4. Employment Authorization Document that contains a photograph (Form I-766)</li> <li>5. For a nonimmigrant alien authorized to work for a specific employer because of his or her status:               <ol style="list-style-type: none"> <li>a. Foreign passport; and</li> <li>b. Form I-94 or Form I-94A that has the following:                   <ol style="list-style-type: none"> <li>(1) The same name as the passport; and</li> <li>(2) An endorsement of the alien's nonimmigrant status as long as that period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form.</li> </ol> </li> </ol> </li> <li>6. Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI</li> </ol>	OR	<ol style="list-style-type: none"> <li>1. Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address</li> <li>2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address</li> <li>3. School ID card with a photograph</li> <li>4. Voter's registration card</li> <li>5. U.S. Military card or draft record</li> <li>6. Military dependent's ID card</li> <li>7. U.S. Coast Guard Merchant Mariner Card</li> <li>8. Native American tribal document</li> <li>9. Driver's license issued by a Canadian government authority</li> <li style="text-align: center;"><b>For persons under age 18 who are unable to present a document listed above:</b></li> <li>10. School record or report card</li> <li>11. Clinic, doctor, or hospital record</li> <li>12. Day-care or nursery school record</li> </ol>	AND	<ol style="list-style-type: none"> <li>1. A Social Security Account Number card, unless the card includes one of the following restrictions:               <ol style="list-style-type: none"> <li>(1) NOT VALID FOR EMPLOYMENT</li> <li>(2) VALID FOR WORK ONLY WITH INS AUTHORIZATION</li> <li>(3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION</li> </ol> </li> <li>2. Certification of Birth Abroad issued by the Department of State (Form FS-545)</li> <li>3. Certification of Report of Birth issued by the Department of State (Form DS-1350)</li> <li>4. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal</li> <li>5. Native American tribal document</li> <li>6. U.S. Citizen ID Card (Form I-197)</li> <li>7. Identification Card for Use of Resident Citizen in the United States (Form I-179)</li> <li>8. Employment authorization document issued by the Department of Homeland Security</li> </ol>

**Illustrations of many of these documents appear in Part 8 of the Handbook for Employers (M-274).**

**Refer to Section 2 of the instructions, titled "Employer or Authorized Representative Review and Verification," for more information about acceptable receipts.**