

Prep Cook

Part-Time Regular | Boston, MA | On-Site

Who We Are

Since 1969, **Boston Chinatown Neighborhood Center (BCNC)** has been a vital presence in Greater Boston and beyond, empowering Asians and new immigrants to build healthy families, achieve greater economic success, and contribute to thriving communities. We provide a broad range of innovative programs and services centered around education, workforce development, family support, and arts and culture, leaving a significant and lasting impact on the lives of more than 13,000 children, youth, and adults every year.

About Acorn Center for Early Education and Care

Acorn Center for Early Education & Care is a full-day, dual language, Chinese and English, program for children ages 15 months to 5 years. The center is licensed by the Massachusetts Department of Early Education and Care (EEC) and accredited by the National Association for the Education of Young Children (NAEYC).

About The Role

The **Prep Cook** will assist in preparing and cooking a nutritious breakfast, lunch, and two snacks daily for the children and staff at the center. The Prep Cook will step into the role of the Cook in the cook's absence. This person will report directly to the Director of Acorn Center for Early Education & Care.

What You Will Do

- Assist in preparing, cooking, serving, and delivering meals daily.
- Follow the serve-safe procedures and health regulations.
- Maintain the kitchen and pantry well organized to meet health regulations and standards.
- Collect and wash dishes from each classroom.
- Check, unpack, and shelf food deliveries upon arrival.
- Perform other duties as assigned.

What We Look For

- At least 1 year of work experience in the kitchen.
- Meet Early Education & Care (EEC) health and background check requirements.
- Experience working in the kitchen. Familiarity with safe and sanitary food handling and preparation.
- Great collaboration and teamwork skills. Effective communication skills.
- Demonstrate respect and ability to work well in a multicultural environment.
- Knowledge of food allergy and ServSafe procedures is a plus.

What We Offer

- Competitive Benefits Package
- 403B Retirement Plan
- Paid Time Off
- Paid Holidays
- Professional Development
- Work-Life Balance

Working Conditions

- Must be available to work a flexible schedule and may require local travel during the workday.
- Work is performed primarily in a standard work environment, including the operation of computer equipment, and physical demands associated with a traditional work setting, e.g., walking, standing, communicating, and other physical functions, as necessary.

Pay Range

\$20 - \$21 per hour

How to Apply

<https://forms.monday.com/forms/db5eeee1eb8c34bfe9f0508064c03873?r=use1>

Please Note

You must be authorized to work in the United States. BCNC does not provide sponsorship for an employment work visa.