

## TMSU JOB POSTING: Good Food Centre Operations Lead

Note: The Toronto Metropolitan Students' Union is independent and autonomous from the university.

The Toronto Metropolitan Students' Union (TMSU) is currently hiring an **Operations Lead** to assist with the overall delivery of the operations, promotions and programming of the **Good Food Centre (GFC)**. The Lead is directly supervised by the GFC Coordinator. This position is open to TMU students only.

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|------------------------|----------------------------------|
| <b>Position Title:</b> | Good Food Centre Operations Lead |
| <b>Start Date:</b>     | September 1, 2026                |
| <b>End Date:</b>       | December 31, 2026                |
| <b>Rate of Pay:</b>    | \$19.00 per hour                 |
| <b>Hours per Week:</b> | 15-24 hours                      |

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|---------------|----------------|---------------|-----------------|
| Posting Date: | August 5, 2026 | Closing Date: | August 21, 2026 |
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### Job Responsibilities

- Administer the daily operations of the Good Food Centre (GFC) including but not limited to stocking, intake and general maintenance of the food bank program.
- Assists with GFC deliveries and food purchases, providing up to date statistics and inventory of the GFC.
- Assists in conducting the member intake process, reconciling intake data and providing insight on intake data.
- Assists in the recruitment, training, orientation and coaching of new and returning volunteers.
- Adheres to health & safety, food handling and other relevant policies and procedures applied to the GFC.
- Assists in organizing and coordinating events and campaigns that address poverty, food insecurity, health and nutrition.
- Assists in the coordination of food drives and events.



- Assists in outreach and promotion of the GFC programs and campaigns, including updating the information boards with up-to-date information on GFC services, events & campaigns.
- Responsible for maintaining regular office hours, providing resources and information to users, and works to establish a clean, safe and positive environment.
- Responsible for reviewing & making recommendations to the GFC policy & procedures.

### **Successful Candidates Will Possess:**

- Passion for food security, nutrition, sustainability, anti-poverty, social justice, community services or similar topics.
- Ability to overcome challenges and lead a project from concept and planning through to successful execution.
- Experience with community development, event planning and developing promotional material.
- Can work independently with minimal supervision but is team oriented.
- Ability to work face-to-face with a large and diverse student population.
- Ability to maintain confidentiality.
- Strong organizational skills with proven ability to work within deadlines and adhere to regular tasklists.
- Effective verbal and written communication.
- Ability to motivate others and recruit volunteers.
- Knowledge and understanding of equity issues, anti-oppression and creating inclusive spaces.
- Experience with trauma-informed conflict resolution and deescalation tactics is considered a strong asset.
- Must be a TMSU Member (undergraduate, law or medical school student at Toronto Metropolitan University).

Interested candidates should submit a resume and cover letter (as a single PDF or Word doc) **prior to 5:00 PM on August 21, 2026.**

Subject: GFC Operations Lead - Your Full Name

Email: [jobs@yourtmsu.ca](mailto:jobs@yourtmsu.ca)



TMSU strives to ensure marginalized workers are empowered to apply for positions within our organization. The students' union is dedicated to taking proactive steps to overcome historical patterns of discrimination in employment. Applications are encouraged from racialized people, Indigenous people, disabled people, members of the 2SLGBTQ+ community and women.

Accommodations are available on request for candidates taking part in all aspects of the selection process. If you would like to request any accommodation, please email [jobs@yourtmsu.ca](mailto:jobs@yourtmsu.ca).

## **Who are we?**

The Toronto Metropolitan Students' Union represents over 38,000 full-time undergraduate students at Toronto Metropolitan University, in downtown Toronto. As the central students' union on campus, the TMSU works to build campus life, advocate on behalf of its members, organize campaigns and initiatives, provide cost-saving services, and work with students across the province and country for a more affordable and accessible post-secondary education system.

For more information on the Toronto Metropolitan Students' Union, please check out our website at [www.yourtmsu.ca](http://www.yourtmsu.ca).

*Note: The Toronto Metropolitan Students' Union is an independently incorporated and autonomous from Toronto Metropolitan University.*

