



Haley House Bakery Cafe Prep Cooks

“Help reopen one of Boston's most beloved social enterprise cafés and use hospitality as a catalyst for food justice, workforce development, and community impact”.

About Haley House: For nearly sixty years, Haley House has used food and the power of community to break down barriers, open opportunities, and strengthen the neighborhoods we serve. Founded in 1966, Haley House has grown to include direct services (soup kitchen, food pantry, clothing distribution), permanent affordable housing, urban agriculture, education and training programs, and our social enterprise.

The Bakery Café is more than a restaurant. It is an extension of Haley House's mission—a place where exceptional food, meaningful employment, workforce development, and community come together. Every meal served, every catering event hosted, and every relationship built helps create economic opportunity, promote food justice, and strengthen the fabric of our community.

The Opportunity

Our Prep Cooks play an important role in preparing ingredients, maintaining organization, and supporting the kitchen team in executing dishes according to Haley House recipes and standards. We expect our savory team members to:

- Bring passion, attention to detail, and pride to every task completed
- Maintain high standards for quality, cleanliness, and organization
- Work collaboratively and support the team wherever needed
- Live Haley House's core values and support our mission
- Have flexibility to work a variety of shifts, including weekends, holidays, afternoons, and evenings
- Have prior experience working in a fast paced kitchen environment

Summary of Prep Cooks' Primary Responsibilities

- Follow prep lists created by chefs and kitchen leadership
- Label and stock all cooking ingredients
- Complete all prep tasks in an organized and timely manner
- Wash, chop, measure, and prepare ingredients including fruits, vegetables, and meats
- Ensure all food items are properly stored and easily accessible
- Maintain food safety, sanitation, and kitchen cleanliness standards at all times
- Monitor food and cooling room temperatures
- Support inventory tracking and communicate restocking needs to kitchen leadership



HALEY HOUSE

- Learn and execute cooking methods and techniques used within the kitchen
- Assist chefs with food preparation and additional culinary tasks as needed
- Other related assignments as necessary

ESSENTIAL FUNCTIONS / WORKING CONDITIONS

- Strong communication skills
- Ability to work in a fast paced environment
- Ability to grasp and reach overhead
- Must be able to lift, move, and carry 50+ lbs
- Must be able to stand and work on feet for 8+ hours per day

OUR BENEFITS & PERKS

- **Competitive Pay: \$21.00-\$23.00/hour**
- 403(b) with company match
- Health, dental, and vision insurance for full time team members
- Vacation time after 1 year of full time service
- Paid sick time
- Free employee assistance program services
- Flexible schedules with no late nights
- Free drinks and 1 staff meal per shift
- Exciting potential for growth

Work Location: In person