

Teaching Kitchen Intern/Independent Study/Practicum

Student Health and Wellness, Office of Health Promotion

Position Description:

The [Teaching Kitchen](#) at Student Health and Wellness (SHW) is the home of Hoo's Cooking nutrition education and culinary skills classes. The mission of the Teaching Kitchen is to help students build skills and knowledge in food preparation, budgeting, and nutrition that support health, honor culture, promote sustainability and equity, build community, and foster joy and confidence in cooking.

Hoo's Cooking programming includes hands-on cooking classes led by students, dietetic interns, registered dietitians, and/or professional chefs. Individual Sign-up classes, open for all students to register, and Group classes, arranged for specific student organizations, teams, or UVA departments, are offered weekly. Additionally, virtual cooking demos are filmed and posted online.

The Teaching Kitchen Intern/Independent Study/Practicum (TK IISP) student facilitates and assists with cooking classes and also supports research and program development. The TK IISP student will work with the Senior Nutrition Educator, the TK Graduate Assistant, TK Facilitators, and TK Assistants. This position provides experience in leadership, teambuilding, budgeting, food safety, culinary, and production skills. SHW will provide orientation and training.

Schedule/Time Commitment:

- The position requires a time commitment of 6-10 hours per week (3 hours per credit hour) over the course of the semester.
- Schedule includes several evenings per week leading or assisting with cooking classes at the Teaching Kitchen.
- Some job responsibilities can be conducted remotely.

Specific Responsibilities:

Administrative

- Work with professional and student workers to ensure staff coverage
- Draft reports related to program goals and objectives

Teaching

- Conduct live cooking classes
 - Prep - plan menu, create recipe handout, outline class steps
 - Teach – serve as lead instructor, demonstrate skills, supervise participants
 - Direct – instruct TK Assistants in class set up, skills coaching, and clean up
- Conduct virtual cooking demos – plan and help produce cooking videos

Food Procurement and Production

- Manage food inventory
- Estimate recipe cost
- Determine food orders based on menus
- Assist in class set-up, implementation, and clean-up

Research

- Conduct evaluation – feedback surveys, pre/post-tests

Qualifications and Expectations:

- Intermediate cooking skills
- Excellent communication skills – reading, writing, speaking
- Attitude – positivity, supportive manner
- Professionalism – punctuality, responsibility to schedule
- Prioritize safety – hygiene, equipment handling
- Ability to move food/dishes/equipment around the kitchen
- ServSafe Food Handler certification (SHW will fund this training)

In addition to the responsibilities outlined above, the TK IISP student will be expected to:

- Maintain a schedule of up to 10 hours per week for the semester
- Meet regularly with supervisor
- Demonstrate strong organizational, communication, facilitation, and time management skills
- Work some evenings and occasional weekends
- Maintain office standards and protocol with respect to processes, confidentiality, and other issues as may arise
- Demonstrate professional standards and ethics, and foster a culture of professionalism among peers
- Establish Learning Contract and personal goals for academic credit
- Be flexible, open-minded, proactive, and maintain a positive attitude
- Support the [Weight Neutral Approach of Student Health and Wellness Nutrition Services](#)

Compensation:

This practicum fulfills requirements for 1-3 credits in ____ (course), which is equivalent to 3-10 hours per week for 1 semester. It is an unpaid position.

TO APPLY: Please contact Melanie Brede

Supervisor Contact Information:

Melanie Brede, RD
Senior Nutrition Educator
434-924-1513
melanieb@virginia.edu