



OLD MASSETT VILLAGE COUNCIL

Economic Development and Commercial Lands Department
348 Eagle Avenue Old Massett / PO Box 189 V0T 1M0
Phone: 250-626-3337 Fax: 250-626-5440

Job Posting Baker

Job Title: Baker

Hours: 35 hours per week

Wage: \$27.05 (tax exempt, with status)

Start Date: TBD

Location: 1650 Delkatla Rd. Masset, BC

Who We Are:

Join the Old Massett Village Council (OMVC) Economic Development Department and become part of our exciting new venture. Our mission is to create opportunities for our community members through innovative economic initiatives. As part of this mission, we have launched an Ice Cream and Coffee Shop!

Position Overview:

The Baker is responsible for the planning, preparation, and production of all baked goods for the coffee shop. This role includes developing and maintaining the bakery menu, preparing fresh items daily, managing ingredient inventory, and ordering supplies. The Head Baker plays a key role in ensuring the café offers high-quality, fresh baked goods that complement our coffee service and enhance the overall customer experience

Reporting Relationship:

This position reports directly to the Coffee Shop Manager or designated supervisor.

Qualifications:

Minimum Requirements:

- Previous professional baking experience required
- Experience in a lead baker or kitchen management role is an asset
- Strong organizational and inventory management skills
- Ability to work independently and manage multiple tasks
- Knowledge of food safety and sanitation standards
- Ability to work early morning shifts.
- Valid Food Safe certification



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Primary Responsibilities:

- Prepare and bake a variety of fresh pastries, muffins, cookies and other baked goods.
- Plan and develop the bakery menu, including seasonal or specialty items.
- Create and maintain baking schedules to ensure consistent daily production.
- Monitor and manage inventory of baking ingredients and supplies.
- Place and track orders with suppliers as needed.
- Maintain recipe consistency, quality control, and product presentation.
- Ensure the kitchen baking area remains clean, organized, and compliant with food safety standards.

Application Deadline: June 24, 2026.

How to Apply:

Please submit your cover letter and resume to reception@omvc.ca or deliver it in person to front desk at the Band Office.

Subject line must read: Baker

Preference may be given to applicants of Indigenous ancestry, pursuant to Section 41 of the B.C. Human Rights Code.

Only those selected for an interview will be contacted.

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