



Society of St Vincent de Paul
Box 1617
Prince George, BC V2L 4V6

St Vincent de Paul Drop In Centre Employment Opportunities

The Society of Saint Vincent de Paul is an international service organization dedicated to helping those in need. Our mission is to live the Gospel message by serving the poor with love, respect, justice, and joy. Our Drop In Centre in Prince George operates 7 days a week/year round providing meals and food hampers to those in need.

Due to the COVID crisis, we have had to implement new routines to continue to serve some of the most vulnerable people in the downtown core and keep our staff, volunteers and guests safe. At our Drop- Centre, all our meals, breakfast, lunch and evening sandwiches, are being prepared and packed as take-out meals.

We currently have the following employment opportunities:

Temporary Weekend Coordinator

The Weekend Coordinator works Saturday and Sunday from 6:30 am to 11:30 am and helps with breakfast preparations and clean up, provides guidance and support to our volunteers, assists in food hamper assembly and accepts donations according to procedures.

Temporary Drop In Centre Assistant

The Drop in Centre Assistant works Monday to Friday from 7 am to 3 pm and assists in food hamper assembly and distribution, helps with meal preparations and clean up, provides guidance & support to our volunteers, and accepts donations according to procedures.

Temporary Drop In Centre Assistant/COVID Coordinator

The Covid Coordinator works Monday to Friday from 2 pm to 9 pm and is responsible for ordering all meal packaging and COVID related supplies, cleaning and sanitizing areas, provides guidance & support to our evening volunteers, accepts donations according to procedures, and helps with meal preparations.

All positions commence immediately and are expected to end August 31, 2020. A valid Food Safe certificate is required but online training can be arranged, if necessary. A criminal record check is required.

If you see yourself helping with our ministry at the Drop In Centre, please apply with resume and three references by mail to Box 1617, Prince George, B.C. V2L 4V6 or by email to svdppg@shaw.ca. Kindly direct any questions to our email address. Thank you!