

# CULINARY ASSISTANT

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Sylvania Campus  
Science & Technology Building (ST), Room 229  
971-722-4305

[www.pcc.edu/programs/culinary-assistant/](http://www.pcc.edu/programs/culinary-assistant/)

## CAREER AND PROGRAM DESCRIPTION

The Culinary Assistant Program is designed for students with disabilities who have significant barriers to employment. Students develop entry level job skills in food service and custodial service. The program also focuses on the acquisition of work habits and behaviors necessary to maintain competitive employment.

## DEGREES AND CERTIFICATES OFFERED

### One-Year Certificate

Culinary Assistant Training

## PREREQUISITES AND REQUIREMENTS

An interview with the program coordinator is required prior to enrollment. Qualified students must be 18 years or older with a documented disability, have the ability to work semi-independently, willing to learn and improve.

Students can enroll at the beginning of each fall, winter or spring term of a year. Students work with PCC food service or physical plant staff to learn the specific job skills in their work area. Individualized training and assistance in maintaining positive work habits are provided by the program coordinator. Classroom sessions focus on good work ethics, positive attitude, appropriate work behaviors, professionalism, etc. Developing job success skills, specific job-related knowledge (such as food safety, job safety, money handling, etc), as well as job search technique. The program coordinator also provides six hours of individualized job development activities with each student.

## CULINARY ASSISTANT TRAINING ONE-YEAR CERTIFICATE

Minimum 45 credit hours. Students must meet all certificate requirements

### Culinary Assistant Certificate Credit Summary

HR	45
	Credit Total 45

## COURSE OF STUDY

The coursework listed below is required. The following is an example of a term-by-term breakdown.

### First Term

HR	107	Culinary Assistant Training	15
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### Second Term

HR	108	Culinary Assistant Training	15
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### Third Term

HR	109	Culinary Assistant Training	15
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## COURSE DESCRIPTIONS

**HR 107 Culinary Assistant Training 15.00** Complete individualized vocational training in food services or clerical areas. Classroom sessions cover customer service skills, and developing effective communication and appropriate social skills at work. Audit available.

**HR 108 Culinary Assistant Training 15.00** Complete individualized vocational training in food services or clerical areas. Classroom sessions cover career exploration. Topics include: identification of values, interests, skills, and barriers to employment. Audit available.

**HR 109 Culinary Assistant Training 15.00** Complete individualized vocational training in food services or clerical areas. Classroom sessions cover job search skills including ADA regulations, identifying accommodations needed for employment, resume writing, developing a portfolio, preparing for interviews, and contacting potential employers. Audit available.