

FOOD SERVICE CAREERS CERTIFICATE

Purpose

This full time program prepares students with cognitive disabilities to work in the food service industry as a kitchen helper and dishwasher. The program offers basic skill training while establishing effective employee behaviors that are necessary for success as an entry level worker. Graduates will be prepared to enter into competitive employment in the food service industry.

Duration

Food Service Careers is a full-time certificate program, thirty-eight (38) weeks in length, which consist of twenty-six (26) weeks of classroom/ kitchen/industry orientation and training, and twelve (12) weeks of workplace practicum placement.

Learning Outcomes

Upon successful completion of this program, graduates will be able to:

1. Conduct themselves in a professional manner in the workplace, consistent with industry standards.
2. Apply FOODSAFE and worker safety principles consistently when working in a food service workplace.
3. Perform bussing and dish-washing duties in an independent and reliable manner.
4. Employ the appropriate communication skills in peer and supervisor interactions.
5. Interact with customers and co-workers in a polite and professional manner.
6. Apply basic set-up and kitchen organizational skills to meet the demands of a professional kitchen situation.
7. Apply basic knowledge of kitchen equipment and procedures in a professional kitchen.
8. Prepare and cook a variety of cold and hot food service items
9. Identify and differentiate between a wide variety of workplace opportunities in the food service industry.

Admission Requirements

- Admission is based on two (2) screening interviews:
 - The first screening interview is with the CACE Student Services Assistant for students with Disabilities to determine the applicant's suitability for the program, according to an admission checklist.
 - If the applicant is successful in the first interview, they will have a second interview with the Food Service Careers faculty, including a hands-on assessment in the teaching kitchen
 - Interviews are documented and a checklist is used to determine eligibility

- Applicants may be asked to sign a release of information so documentation can be provided to faculty to support the application
- Admissibility is based on the following criteria:
 - Diagnosis or history that identifies difficulty with learning
 - Comfort in an alternative learning environment designed for students with diverse learning needs
 - Previous career exploration that supports training in the food service industry
 - Grade 5 reading level. If an applicant does not have documentation of reading level, an informal reading assessment will be administered to determine their functional reading level; applicants who do not meet the requirement will be considered based on department approval
 - Ability and willingness to travel independently to the college and workplace
 - A checklist is used to document behaviours, emotional problems, or medical conditions that could significantly impair learning or compromise the safety of the student and/or others
 - Independently manage own medication
 - Demonstrate appropriate personal hygiene, and have the ability to independently attend to personal care needs
 - Desire and willingness to work in a professional kitchen, and perform tasks in an efficient and timely manner
 - Ability to attend classroom and practicum on a fulltime basis
 - Demonstrate the skills to perform program related tasks with strength and endurance
 - Good finger and hand dexterity for handling food and equipment

Upon Acceptance

- Students in this program may be required to complete a CRC prior to their practicum placement. The CRC must be completed according to VCC's Criminal Record Check instructions (<https://www.vcc.ca/crc/>). Students whose CRC results indicate they pose a risk to vulnerable populations will not be able to complete the requirements of the program (e.g. practicums) or graduate.

Program Requirements

Code	Title	Credits
FSCR 0610	Professionalism	2
FSCR 0615	Worker Safety	2
FSCR 0620	FoodSafe Level 1	2
FSCR 0625	Bussing and Dishwashing	1
FSCR 0630	Workplace Communications	3
FSCR 0635	Kitchen Basics	6
FSCR 0640	Basic Food Prep Level 1	5
FSCR 0645	Basic Food Prep Level 2	5
FSCR 0650	Practicum 1	4
FSCR 0655	Practicum 2	4
FSCR 0660	Practicum 3	4
Total Credits		38

This guide is intended as a general guideline only. The college reserves the right to make changes as appropriate.

Evaluation of Student Learning

Formative and summative evaluations, and a final anecdotal report, combined with a checklist are used to document the student's progress in classroom/teaching kitchen and practicum components. The host employer and program faculty contribute to the evaluation of student performance during practicum placements. Students participate in determining and tracking their progress by a series of self evaluation and goal setting exercises for each practicum. Ninety (90) % attendance is required to successfully complete each course, unless other arrangements have been made with the instructional team.

Upon completion of the program, the student will receive a final anecdotal report written by program faculty. The report identifies strengths, areas of noted improvement, areas which require further improvement, strategies for success, and recommendations. The student also receives a college transcript. Progress in each course in the program will be noted on the transcript by an "S" (satisfactory) or "U" (unsatisfactory) grade.

Students of the Food Service Careers Program will have achieved the conditions for graduation when they have successfully completed five (5) of seven (7) courses (excluding practicums) AND a minimum of two (2) of three (3) practicum courses.

Students who have met the criteria for graduation shall receive a VCC certificate. Those students who have completed the program but have been unable to meet the criteria for graduation shall receive their final report and recommendations, and their transcript.

Prior Learning Assessment and Recognition (PLAR)

Prior learning assessment and recognition is not available for this program.

Transcript of Achievement

The evaluation of learning outcomes for each student is prepared by the instructor and reported to the Student Records Department at the completion of semesters.

The transcript typically shows a letter grade for each course. The grade point equivalent for a course is obtained from letter grades as follows:

Grading Standard

Grade	Percentage	Description	Grade Point Equivalency
A+	90-100		4.33
A	85-89		4.00
A-	80-84		3.67
B+	76-79		3.33
B	72-75		3.00
B-	68-71		2.67
C+	64-67		2.33
C	60-63		2.00
C-	55-59		1.67
D	50-54	Minimum Pass	1.00
F	0-49	Failing Grade	0.00

S	50 or greater	Satisfactory – student has met and mastered a clearly defined body of skills and performances to required standards	N/A
U		Unsatisfactory – student has not met and mastered a clearly defined body of skills and performances to required standards	N/A
I		Incomplete	N/A
IP		Course in Progress	N/A
W		Withdrawal	N/A
Course Standings			
R		Audit. No Credits	N/A
EX		Exempt. Credit Granted	N/A
TC		Transfer Credit	N/A

Grade Point Average (GPA)

- The course grade points shall be calculated as the product of the course credit value and the grade value.
- The GPA shall be calculated by dividing the total number of achieved course grade points by the total number of assigned course credit values. This cumulative GPA shall be determined and stated on the Transcript at the end of each Program level or semester.
- Grades shall be assigned to repeated courses in the same manner as courses taken only once. For the purpose of GPA calculation of grades for repeated courses, they will be included in the calculation of the cumulative GPA.