

## CIR Job Description 2026-2027:

Boston Public Library/Boston Public Library Fund

Chef-in-Residence Program

June 2026 – June 2027

### Position Overview:

The Boston Public Library (BPL) is accepting applications for its Third Chef-in-Residence (CIR), a program generously funded by private philanthropic support from the PDB Foundation through the Boston Public Library Fund. This 12-month residency will be centered at the BPL's Nutrition Lab at the Shaw-Roxbury Branch Library in Nubian Square and will begin in June 2026.

The chosen candidate will work closely with the BPL's Nutritional Literacy Coordinator, and Library Assistant to develop programming and curriculum and community outreach efforts as part of the Chef-in-Residence program.

The Chef-in-Residence will engage with the Roxbury community and Library patrons throughout the City of Boston in a very tangible way. This individual will be an experienced chef with a history of community involvement and a strong professional network from which to build and grow partnerships. The Chef-in-Residence will be responsible for creating a wide range of programming – especially for Monday evenings and Saturday mornings/afternoons - enabling the BPL to increase nutritional literacy and cooking programs for BPL patrons of all ages.

While many of the cooking programs are informed by Cultural heritage months, current events, patron interests and needs, this year's Chef in Residence will also present programs on the theme "How we gather." Guiding patrons in their wish to bring one another together through the power of food and storytelling.

The Chef-in-Residence will develop a learning curriculum that reflects their year of programming for successive chefs-in-residence and BPL staff to utilize in the future.

This collection of curricula will also be useful for exploring cooking techniques, cultural heritage, nutrition, resources that support gathering and Boston history.

Details:

12-month position \$37,500 (\$3,125/month)

Hours per week: 15

Location: Shaw-Roxbury branch, 149 Dudley St, Roxbury, MA 02119

Timeline:

Submission Deadline: March 27, 2026

Start Date: June 1, 2026, End Date: June 1, 2027

Reports to: Stephanie Chace, Nutritional Literacy Coordinator, Boston Public Library

Scope of Responsibilities:

- Develop a learning curriculum
- Research resources that support public gathering and Boston history.
- Hold community listening sessions that focus on nutrition and food culture
- Meet with Nutritional Literacy Coordinator on a weekly basis
- Teach cooking skills

Required Knowledge, Skills, and Abilities:

- 3 or more years' experience in professional kitchens
- Committed to developing a culinary curriculum that provides nutrition in addition to promoting cooking skills

- Community Outreach
- Supervise cooking classes of 12 people
- ServSafe Manager Certified
- Excellent communication skills
- Demonstrated organizational skills

Requirements:

- Monday evening and Saturday availability preferred
- Successful CORI check with the City of Boston

Please write a Statement of Interest that explains why you are applying for this residency, and what culinary focus you would wish to pursue as Chef-in-Residence at BPL.

Please email a copy of your resume and Statement of Interest to: Stephanie Chace, Nutritional Literacy Coordinator, Boston Public Library, at: [schace@bpl.org](mailto:schace@bpl.org) with the email subject: Chef-in-Residence application.

Note: Boston Residency is NOT required.