

Bakery Assistant

Trailhead Bread, Coleman AB

Trailhead Bread is a full-service artisan bakery in Coleman, AB. We specialize in organic sourdough, custom celebration cakes, and a variety of pastries. We're open 5 days per week, and our bread can be found in stores across the Pass.

About the Role

We're hiring a Bakery Assistant to join our small team. No experience is required — what matters most is a willingness to learn, a flexible attitude, and a good work ethic. Because we're a small shop, you'll get exposure to a bit of everything: this is a great role for someone who wants variety and hands-on experience, including anyone hoping to work toward a career in professional baking.

What You'll Be Doing

- Washing dishes and keeping the kitchen clean and organized
- Assisting with bakery prep
- Packaging orders
- Front-of-house customer service
- Other duties as needed — with a small team, everyone pitches in wherever it's needed most

Hours + Schedule

- Approximately 16–20 hours per week, with potential to grow for the right person
- Some flexibility in scheduling, as this is primarily a prep role. Friday mornings will be required, and weekend availability is preferred.

Who We're Looking For

- Some kitchen experience is an asset, but not essential
- A genuine interest in baking or food service is required- bonus points if you're considering it as a career path
- Reliable, punctual, and comfortable working in a fast-paced, hands-on environment
- Able to stand for extended periods and lift up to [50 lbs] (bags of flour/ingredients, trays, etc.)
- Food safety certification is required, but this may be obtained after hiring
- Someone comfortable working as a team and alone

Perks & Compensation

- \$17/hour
- Paid breaks
- The opportunity to learn under a Red Seal baker — a great fit if you're working toward your own Journeyman ticket
- Flexible scheduling
- Free bread

How to Apply + Our Hiring Process

Our hiring process is 3 phases.

1. Brief phone interview: Short-listed candidates will be contacted via phone call to arrange an in-person interview and to ensure the requirements are met.
2. In-person interview: You'll meet with us at the bakery for an interview so we can get to know you, and you can learn more about the job.
3. A short, unpaid job trial: You'll come in for a 2-hour job trial to ensure it's a good fit for both of us. We'll make sure you go home with a few loaves of bread as a thank you!
4. The successful candidate will be selected following this stage, and unsuccessful applicants will be informed.

Please email your resume and a short cover letter/intro paragraph to Dana at:

trailheadbreadcnp@gmail.com

We're looking to fill this position by Sept 25. We look forward to hearing from you and are grateful for your time and consideration in applying.