



Job Description

SACANDAGA

Food Service

Job Title: Cook

Classification: Exempt (Seasonal)

Reports to: Chef

General Description: To assist the Food Service Manager in providing nutritious, well-prepared meals, which are served to all campers, staff, and guests.

Qualifications

1. Must be at least 21 years of age .
2. Experience in institutional or large food service setting.
3. Desire to work in the food service area.
4. Knowledge of standards of food preparation and serving, storage of food, and kitchen procedures.
5. Current, valid ARC Community First Aid & CPR or equivalent is required. This course will be supplied during staff training.
6. Must demonstrate ability to accept responsibilities, to provide leadership and to supervise effectively.
7. Good character, integrity, and adaptability.
8. Ability to accept supervision and guidance.
9. Enthusiasm, sense of humor, patience, and self-control. Able to maintain good judgement and decision making skills through extended long hours.

Knowledge, Skills, and Abilities

- ◆ Knowledge of current health and safety laws and practices is essential.
- ◆ Knowledge of and experience in preparation of special dietary foods including vegetarian foods.
- ◆ Knowledge of food service sanitation.

Responsibilities:

1. Assist in the daily operations of the camp's food service.
 - ◆ Prepare and cook food as the menu indicates utilizing frying, boiling, broiling, steaming, roasting of meat, poultry, seafood, fish, vegetables, salads, soups, and gravies.
 - ◆ Prepare foods including washing and peeling.
 - ◆ Bake breads, pastries, muffins, etc.
 - ◆ Set up food, supplies, and utensils for dining hall distribution.
 - ◆ Store food and leftovers at proper temperature.
2. Assist in routine sanitation of the kitchen and related equipment.
 - ◆ Clean and maintain all food-preparation and storage areas.
 - ◆ Supervise the cleaning of prep, serving, and dining hall dishes.
 - ◆ Reduce waste, reuse items, and recycle as indicated through the camp's procedures.
3. Work as a member of a food service team.

- ◆ Coordinate schedule and job tasks with other cooks, dining hall manager, and kitchen assistants.
- ◆ Assist with supervising or directing the work of the kitchen assistants.

Other Job Responsibilities

- ◆ Be a positive role model at all times to campers and staff regarding cleanliness, punctuality, sportsmanship, good manners, teamwork, table manners, etc.
- ◆ Follow camp rules and regulations pertaining to smoking, use of alcoholic beverages, and the use of drugs.
- ◆ Be flexible and willing to change routine. Work assignments may be reassigned & duties may be assigned as necessary.
- ◆ Be willing to cooperate with Campfire Council members, volunteers, other staff members and other people involved with the planning and implementation of the camp program, activities, etc.
- ◆ Turn in all assigned paperwork, thoroughly complete and on time.
- ◆ Manage personal time off in accordance with camp policy.
- ◆ Use thoughtful and mature judgment.
- ◆ Consistently and completely perform responsibilities of the position in an independent manner.
- ◆ When requested by the Director, perform tasks required for the successful operation of the camp.
- ◆ Inform the Director of problems or unusual activities that pertain to camp.
- ◆ Do not follow any discriminatory practices based upon race, color, national origin, sex or handicap.

Physical Aspects of the Job:

- ◆ Ability to lift and carry 50 pounds including unloading food, supplies, and equipment as needed.
- ◆ Visual and auditory ability to identify and respond to environmental and other hazards of the site and facilities and camper and staff behavior.
- ◆ Physical ability to operate kitchen equipment according to safe, recommended methods.
- ◆ Physical mobility and endurance to perform tasks while standing/walking for long periods of time (60 minutes or more).
- ◆ Ability to provide first aid and to assist campers and staff in an emergency.
- ◆ Determine cleanliness of dishes, food surfaces, and kitchen area.
- ◆ Ability to assess condition of food.

Supervision

This person is under the direct supervision of the Food Service Manager / Chef and the Assistant Director