

# Position: Food Service Helper

## Job Description 2021

*Classifications: Seasonal Staff*



### **Our Mission Statement:**

Cultivating individual and collective growth in Christian Science through living, playing, and learning in a natural setting with a global family.

### **Qualifications:**

- At least 17 yrs of age
- Actively practices Christian Science
- Emotional maturity and stability; good moral character and integrity
- Enjoyment of outdoor living
- Love for children
- Member of The Mother Church
- Current Red Cross (or equivalent) CPR and First Aid certifications

### **Knowledge:**

- Basic cooking and baking
- How to work with others from a variety of backgrounds and experiences
- ACA and camp standards and procedures (provided in staff manual)
- Kitchen cleaning and dishwashing procedures (provided during training)

### **Elemental Skills:**

- Clear and effective communication
- Holistic and spiritual work ethic
- Punctual
- Flexibility
- Time management
- Responsibility
- Reliability
- Awareness
- Taking initiative

### **Abilities:**

- Operating kitchen appliances stoves, ovens, mixers etc.
- Being able to handle cutlery of all shapes and sizes.
- Take proper care of all kitchen equipment including inspecting it weekly and reporting anything to the Food Service Director

- Support in keeping the kitchen clean
  - Sweeping
  - Wiping all surfaces
  - Mopping with the correct mop-head
  - Rinsing food-scrap buckets and sanitizing them
  - Organizing food and labeling
- Following clear directions
- Engage with the whole of camp

### **Qualities:**

- Patient
- Prompt
- Timely
- Organized
- Cleanly
- Cooperative
- Willing
- Joyful
- Dedicated

### **Responsibilities:**

- Check with Food Service Director daily concerning work schedule and menus
- Attend morning inspiration meetings in separate camps
- Participate in all-camp activities
- Read Lesson daily and does personal metaphysical time
- Does personal Kapers
- Assist in preparing foods as directed by the Food Service Director (chopping, plating and traying, salad bar, etc...)
- Set out a sample place setting and utensil sign for each meal
- Set out and put away all condiments (jellies, butter, pickles, etc.)
- Fill salt and pepper shakers. Wipe off regularly.
- Help set out and put away drinks.
- Help serve all meals.
- Make sure all containers being used to store foods are properly sealed and stored.
- Make sure all foods in the walk-in are labeled and dated properly.
- Assist in kitchen clean-up following meals (counter-tops, stove, oven, mixers, microwave, toaster, baking table, etc.)
- Make sure the walk-in, storeroom, baking cabinet, and shelves are neat and orderly.
- Participate in regular team maintenance of kitchen work areas. (This could include but is not limited to sweeping and mopping the kitchen floor, cleaning out the walk-in and freezers, cleaning the store room and shelves)
- Arrive on time for work; wear apron and gloves.
- Wash and put away dishes.
- Wash pots.
- Help with food deliveries and stocking of food.
- Keep sinks and dishwasher clean and conduct proper maintenance.

- Wring out and hang up table cleaning cloths after each meal.
- Put out silverware containers with soapy water and clean scrap bucket, spatula container, and table washing container with soap before meals.
- Wash all cans, remove bottoms, flatten and put in recycling bin.
- Sweep and mop dining hall floors daily.
- Sweep and mop cooler and kitchen floors daily or as directed by Food Service Director.
- Empty mop bucket and wash mops and hang to dry.
- Empty trash and wash trash cans and lids.
- Check with supervisor before leaving kitchen after each meal.
- Do your best
- Carry out the camp purpose in the course of working with campers.
- Do metaphysical work for self and kitchen staff each day.
- Participate in staff week training program.
- Advise, remind, and give reasons to campers and staff regarding safety requirements, concerns for other people's rights, and personal health.
- Follows cleaning standard learned during staff training
- All other duties as assigned