



BAY CLIFF HEALTH CAMP

Children's Summer Therapy Camp

Cook: Seasonal

RESPONSIBLE TO: **Food Service Director**

The Cook is responsible for assisting the Food Service Director in prepping and preparing three meals a day for as many as 300 people through.

Cleanliness, sanitation, and hospitality are the most important things to be aware of as you work in the Kitchen. Be responsible and proud of the work you do. You are a very important part of camp.

MINIMUM QUALIFICATIONS:

Must be:

- at least 18 years of age.
- dependable and mature.
- positive, enthusiastic, and patient.
- able to work independently.
- able to work as a member of a team.
- an effective problem solver.
- adaptable and flexible.
- attentive to details.

PHYSICAL REQUIREMENTS:

Ability to:

- carry out all physical requirements for Bay Cliff Health Camp Safety Plan.
- move safely across uneven/wet surfaces.
- sit/stand for long periods of time.
- lift light heavy equipment, trays, etc.
- make healthy decisions to promote physical and emotional stamina.

SPECIFIC RESPONSIBILITIES:

- Check the menu with the Food Service Director for daily salad, vegetable, and fruit preparation needs.
- Assist in supervising all vegetable and fruit preparation done by aides.
- Supervising the set-up of the Salad Bar.
- Check menus with the Food Service Director to plan the next day's food preparation.
- Assist the Food Service Director with other food preparation as needed.
- Assist the Food Service Director with banquet or special meal preparations.
- Slice meats and cheeses as needed.

BAY CLIFF HEALTH CAMP –ASSISTANT COOK: SEASONAL

- Check menu and supervise snack preparation.
- Check daily cleaning schedule and assign duties to aides when food preparation is done.
- Supervise and help with clean-up of kitchen after all meals.
- Help unload delivery trucks and then put products away in proper storage areas. (Always rotate stock).
- Check kitchen aide breakfast rotation schedule and make sure aides know who is assigned for the next morning. Make sure they know what time they are to be at work.
- As Assistant Cook, you are responsible for the entire kitchen operation on the Food Service Director's days off.
- Accept other duties as assigned by Food Service Director or Camp Director

OTHER RESPONSIBILITIES:

- Work closely with the Food Service Director to assist with preparation of the meals, sanitation & cleanliness of the kitchen, orderliness & organization of the inventory, and ensuring a safe work environment.
 1. Sanitation, cleanliness, and safety are of the utmost importance.
- Work safely, enjoy being with children, & enter enthusiastically into camp activities & routines.
- Take pride in your work that is always reflected in the cleanliness and orderliness of camp.
- Greet all (including visitors & guests) with a spirit of hospitality.
- Participate in the general camp program. This includes helping Program staff with evening programs needs and participating in all-camp activities such as the 4th of July celebration.
- Work as a team to help complete tasks. Pitch in and do whatever is needed and what you see needs to be done. When an assigned job is completed, ask how else you can help.
- Clean & maintain personal living quarters at the beginning, during, and at the end of camp.
- Carry out any other duties as may be assigned by the Dining Room Supervisor or Camp Administration.