

# Camp Krem

## *Job Description*

**Job Title:** Head Cook

**Reports to:** Program Directors

### **Position Purpose:**

The head cook is responsible for planning, preparing and serving nutritious meals in an efficient and timely manner.

### **Essential Job Functions:**

- Order food and take regular inventories of food and supplies.
- Plan, prepare and serve all meals during the summer, in adherence to the summer kitchen budget.
- Supervise Assistant Cook and Kitchen Assistant.
- Accommodate special dietary needs of campers and staff (gluten free, dairy free, vegetarian etc.)
- Supervise Camper Work Experience Program.
- Oversee food deliveries.
- Reduce waste, reuse items, compost and recycle as indicated through camp's procedures.

### **Other Job Duties:**

- Delegate and assist with cleaning of the kitchen and food storage areas.
- Interact appropriately with campers, including modeling appropriate behavior and behaving with enthusiasm, patience and a sense of humor.
- Able to communicate and interact effectively with fellow staff members, administrative staff and campers, regardless of ability, race, creed, national origin, sexual identification or gender.
- Abide by all camp policies and procedures.

### **Qualifications:**

- Must be 18 years of age or older
- Must have experience working in kitchens
- Should have knowledge of food preparation standards, serving, and kitchen procedures
- Must have the desire and ability to work with children and adults with disabilities
- Must have experience with sanitation procedures
- Should have some supervisory experience
- Must have experience in volume cooking
- Should have ServSafe certification, or must be willing to obtain
- Current First Aid and CPR, or willingness to obtain
- Should have knowledge and experience in preparation of special dietary foods

### **Physical Aspects of the Job:**

- Able to read and write in English
- Able to lift 50 pounds
- Able to stand for up to two hours at a time
- Visual ability to identify and respond to environmental hazards.
- Physical ability to operate kitchen equipment according to safe recommended methods.
- Determine cleanliness of dishes, food surfaces, and kitchen area.
- Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.

