

Presbytery Point Camp

Head Cook

Job Description

Presbytery Point brings people together to learn and grow in the beauty of God's creation; reaching out and welcoming all to join together in faith, fellowship, and recreation.

Title: Head Cook

Supervisor: Camp Manager

Qualifications:

- Able and interested in working in and around a Christian residential camp setting.
- Able to uphold and work toward the camp's mission statement.
- Experience as a cook in a restaurant, catering business, camp or institutional food service setting, with training in quantity cooking, food preparation, and serving.
- Able to prepare food for persons with special dietary needs and restrictions.
- Knowledge of food service standards, nutritional requirements, basic food serving and kitchen procedures with ability to meet state health and food service code; ServSafe certification preferred.
- Demonstrated supervisory, kitchen management and organizational skills.
- Ability to relate to others under stress and work as a team.
- Is thrifty, resourceful, and detail oriented. Able to serve healthy, kid-friendly food within a budget.
- Evidence of moral character - integrity, adaptability, enthusiasm.

Work Schedule:

- Sunday – Friday: Daily shifts Sunday 2:30 – 7:30 p.m., Mon-Fri 6 a.m. – 2:00 p.m.
- Hours are variable with the needs and size of the camp

Salary:

Weekly salary as specified; plus room and board for summer staff/camping season. Live on-campus unless living nearby to commute.

Primary Responsibilities:

- Responsible for kitchen and dining hall services and for the preparation of all food served (meals, snacks, and special events). Serve meals family-style, using hoppers who bring serving dishes to tables.
- Plan menus and procedures for the proper handling and utilization of leftovers. Adjust menus/ordering toward end of camp season to limit food inventory (end of season) to bare minimum.
- Order food and weekly kitchen supplies in consultation with the Camp Manager, staying within budgetary guidelines.
- Receive/document deliveries and properly store food and kitchen supplies.
- Inventory all food and kitchen supplies weekly, maintaining records/reports of food and supply usage.
- Train, direct, and oversee the work of Assistant Cook and all kitchen assistants including use of proper hand washing, hair/head covering, kitchen attire, etc.
- Explain and oversee proper hand washing, table set-up, hopper duties, recycling procedures, and after meal dining hall clean up to counselors and campers.
- Assure proper cleaning and storage of all dishes, glasses, silverware, pot and pans, food and beverage containers, and other cooking equipment/utensils. Assure proper laundering of kitchen linens/aprons.
- Maintain a clean, orderly kitchen and dining hall.
- All other duties as assigned by Camp Manager
- All employees of Presbytery Point Camp, Inc. are considered “at will” employees.