

# One Heartland Job Description

## Camp Cook

### Job Summary:

Under the supervision of the Head Cook, this seasonal position will work full or part time during the summer months, and casual/on-call in the off season (if desired). The Cook prepares and serves high-quality, nutritious, and camper-friendly meals for up to 150 participants at any one time, assists with clean-up and inventory, and ensures all health and safety standards are met. Interested applicants should have prior food service or culinary experience. Optional on-site housing is available during the summer months.

### Principal Responsibilities:

- Be on time for scheduled shifts and in appropriate attire; maintain personal hygiene to ensure food quality and safety
- Prepare and cook meals and snacks for up to 150 people
- Ensure that all food is prepared in accordance with all food safety guidelines
- Prepare food to One Heartland standards and individual group special needs/allergies
- Oversee the cleaning of kitchen, dining hall areas and dishes
- Manage workflow and mealtimes so prepared food is not held longer than necessary
- Communicate in an effective and timely manner with Head Cook and Program/Facility Director to relay information regarding meals, staff, equipment, inventory, etc.
- Be kind and courteous to all staff as well as to all participants, guests, and groups; acts in a professional and friendly manner to ensure positive relations with participants, families, community, volunteers, visitors and staff
- Other tasks as assigned and pitching in where needed without direct assignment

### Qualifications and Ideal Traits:

- Compassionate and open-minded especially for the communities we serve at One Heartland (LGBTQ+, HIV/AIDS, currently or formerly unhoused).
- Prior food service or culinary experience
- Attention to detail and cleanliness
- Ability to direct, communicate and work well with others
- Positive, outgoing, friendly demeanor
- ServSafe Food Handler Certification or ability to attain prior to employment

### Physical Requirements:

- Frequently exposed to crowds and high noise levels
- Ability to lift and carry heavy objects (up to 50 pounds)
- Ability to work while standing and tolerate extreme heat and cold
- Sit, stoop, kneel, crouch
- Work with chemical cleaners and sanitizers
- Able to be present in kitchen/serving area throughout entire meal service ensuring all needs are met
- Able to observe cleanliness of dishes, food-contact surfaces, and kitchen areas and assess the condition of food.

I have received a written copy of my assigned Job Description. I have fully read and understand my Job Description at One Heartland.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_