

Woodcrest Retreat
Summer Camp Cook
Job Description

Purpose: To provide quality well balanced meals for summer camp programs.

Accountable to: Summer Camp Director

Qualifications:

- Committed Christian, active in their church, and growing in faith
- Passion for sharing the gospel through camp and retreat ministry
- Excellent relational and supervisory skills, friendly, approachable
- Works well with children, youth and adults
- Strong organizational, planning, leadership and administrative skills
- A service oriented initiative taker
- Team player – ability to work well with a team
- Must be Serve Safe Certified. (Woodcrest Retreat will cover course fees)

Important skills:

- Able to plan meals for large group sizes
- Ability to effectively manage time to provide meals on schedule
- Ability to be flexible and adapt to interruptions
- Able to coordinate and delegate responsibilities to volunteers

Responsibilities:

- Plan healthy and well balanced meals for all summer camp programs
- Purchase and order all food products
- Maintain a clean and sanitary kitchen
- Train and monitor staff/volunteers in sanitation procedures
- Supervise kitchen assistant and all volunteer kitchen staff
- Keep accurate records of food/refrigerator/freezer temperatures
- Oversee the preparation and serving of each meal

Time requirements

- Approximate start date – First few days of June
- Job runs from approximately - June to mid August
- Summer Kitchen preparation – before staff training week
 - Hours vary - approximately 36 hrs
 - Summer camp in session Monday - Friday
 - Average daily hours are 8:00am – 2:30pm
 - 2 evening meals (Wednesday and Friday)
 - approximately 4:00pm - 7:00pm
- Father/Son Campout - second weekend in June
 - Friday Dinner
 - Saturday Breakfast
 - Saturday Lunch
- Kitchen clean up
 - Few days after camp is over
 - Hours vary

Wages

- Paid per hour
- Average total summer hours – 360 +/- hours