

Kitchen Team

Kitchen - Lead

The Kitchen Lead is responsible for planning, preparing, leading, and implementing a daily menu for the meals for all campers, and staff. They are responsible for managing and communicating with the Kitchen Assistants regarding schedules, assignment of duties and will communicate with the camp director to stay within the allotted budget for the given year. They are responsible for ensuring the necessary supplies and food are ordered, transported to and from camp, and appropriate temperatures are maintained for all food products. They are also responsible for maintaining the inventory of supplies and food for the Kitchen department prior to, during and after camp. They will communicate with the Canteen lead to avoid duplication in the ordering of food and menu. The Kitchen Lead is also responsible for the duties of the Kitchen Assistant.

Kitchen - Assistants

The Kitchen Assistants are responsible for the preparation and implementation the daily menu for the meals set by the Kitchen Lean for all campers and staff. They are responsible for their assigned schedule and duties as communicated with the Kitchen Lead. They are responsible for ensuring the necessary supplies and food are maintained at the appropriate temperatures and the inventory of supplies and food for the Kitchen department.

Essential Responsibilities – Kitchen Lead

- Responsible for preparing and implementing a daily 3 meal menu, ensuring that meals are nutritious and balanced
- Stay within the given budget and purchase all food and kitchen supplies prior to camp.
- Ensure all necessary supplies and food are transported to and from camp, either on the trailer or personal vehicle.
- Organize and maintain the designated kitchen area
- Have clearly outlined explanations and expectations for all Kitchen Staff.
- Be punctual and organized, ensuring that meals are adequately prepared for on time, or communicated with Director of any delays.
- Set and communicate a schedule for all Kitchen staff to ensure designated mean times are adequately staffed and prepped
- Make sure that the kitchen and designated areas are left clean and meets the standards set by the camp facilities.
- Communicate inventory of supplies bought, used, and left over with Director.
- Know and understand ALL emergency procedures associated with the camp and kitchen area.
- Coordinate with KP staff in charge of student lead kitchen help (dishes, serving, clean-up)
- Know, enforce, and follow all safety guidelines associated with the kitchen. This includes but is not limited to being responsible for your kitchens staff's safety and their whereabouts while working.

Essential Responsibilities – Kitchen Assistants

- Organize and maintain the designated kitchen area.
- Make sure that the kitchen and designated areas are left clean and meets the standards set by the camp facilities.
- Help to ensure the inventory of supplies bought, used, and left over are accounted for.
- Know and understand ALL emergency procedures associated with the camp.
- Be punctual and organized, ensuring that you communicated duties and responsibilities are taken care of.

Requirements

Qualifications - *Required*

- A healthy relationship with Jesus
- Experience in camp kitchen, cooking for large groups
- Ability to work as a member of a team and the ability to accomplish tasks with little direct supervision.
- Strong organizational and communication skills.
- Must pass a back ground check.
- Attend scheduled meetings and trainings
- Participate enthusiastically, Have fun!

Physical Demands

- Must have the physical ability to stand on your feet for long periods of time.
- May work in hot conditions
- May work long hours
- Must have the ability to lift 50lb

Special Notes:

- References- (Pastor, Elder, Ministry leader, Mentor etc.) may be requested for consideration of this role
- Minimum 1 year of recent attendance as a staff member at Sierra Bible Camp, Stockton, Lodi and Galt experience is required before being considered for the role of the Kitchen - Lead
- Final decision of staff personnel is at the discretion of the Camp Committee, Lead Boys and Girls Counselors and/or Camp Director