

Camp Burt Shurly

Job Description

POSITION: ASSISTANT COOK

RESPONSIBLE TO: PROGRAM DIRECTOR
FOOD SERVICE SUPERVISOR

QUALIFICATIONS:

In addition to those qualifications listed in the CAMP BURT SHURLY JOB DESCRIPTIONS OVERVIEW, the Assistant Cook should:

1. Be at least 18 years of age.
2. Have experience in planning, ordering and cooking.
3. Be able to guide, supervise and be an example to kitchen staff including volunteers.
4. Be willing to work irregular hours.

RESPONSIBILITIES:

In addition to those responsibilities listed in the CAMP BURT SHURLY JOB DESCRIPTIONS OVERVIEW, the Assistant Cook should:

1. Assist in ordering food, kitchen supplies and maintaining a running food inventory.
2. Be involved in the preparation and service daily for at least two of those meals (Sun. - Fri.).
3. Have food available for staff remaining on camp property during weekends.
4. Assist in the supervision of kitchen staff.
5. Share responsibility for maintaining kitchen, storage, and dish room in a clean and sanitary condition.
6. Assist with cookouts as needed.

TRAINING:

1. Must attend Camp Burt Shurly¹ pre-camp staff training.
2. U.S.D.A. Summer Food Service Program training.
3. ServSafe certification or Food Handler's certificate

¹ Updated April 2015