

# **Camp Krem**

## ***Job Description***

**Job Title: Kitchen Assistant**

**Reports to: Head Cook, Program Directors**

**Position Purpose:** The kitchen assistant will assist in basic meal preparation. He/she will wash dishes using the commercial dishwasher. The kitchen assistant is responsible for clean up of the kitchen after meals, including washing pots and pans, mopping the floors, and putting away food.

### **Essential Job Functions:**

1. Assist in the daily operations of the camp food service.
  - Assist in the preparation of food as the menu indicates including washing and peeling.
  - Set up food, supplies, and utensils for dining hall distribution.
  - Store food and leftovers at proper temperature.
  - Assist in running all aspects of the kitchen and dining hall during the Head Cook's time off.
  - Set up an adequate area for the disposal of trays, silverware, trash, glasses, and recycling, etc.
  - Maintain, stock, clean, and prepare beverages as needed in the dining room area.
  - Oversee the sweeping and mopping of the dining hall on a daily basis.
  - Inventory and refill any materials needed in the operation of the dining room.
  
2. Assist in routine sanitation of the kitchen and related equipment.
  - Clean and maintain all food-preparation and storage areas.
  - Wash all dishes, serving and preparation equipment, and utensils according to regulated washing methods and temperatures.
  - Reduce waste, reuse items, and recycle as indicated through camp's procedures.
  - Oversee the cleanliness of tables, benches, floors, ascertaining that everything is in readiness for the following meal.

### **Other Job Duties:**

- Maintain compost area
- Interact appropriately with campers, including modeling appropriate behavior and behaving with enthusiasm, patience and a sense of humor.
- Able to communicate and interact effectively with fellow staff members, administrative staff and campers, regardless of ability, race, creed, national origin, sexual identification or gender
- Abide by all camp policies and procedures

### **Qualifications:**

- ♦ Must be 18 years of age or older
- ♦ Knowledge of food preparation and serving, storage of food and dishwashing procedures is preferred.
- ♦ Desire and ability to work with children and adults with disabilities

- ♦ Possess or willingness to obtain ServSafe certification

**Physical Aspects of the Job:**

- ♦ Ability to lift and carry 50 pounds including unloading food, carry trays of dishes, lifting supplies and equipment as needed.
- ♦ Visual ability to identify and respond to environmental hazards.
- ♦ Physical ability to operate kitchen equipment according to safe recommended methods.
- ♦ Determine cleanliness of dishes, food surfaces, and kitchen area.
- ♦ Able to stand for up to two hours at a time.
- ♦ Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.