



Lake Sallateeska Food Services Manager

We are looking for a mature Christian with a heart to serve and disciple others, as they serve as our Food Services Manager. This individual must have a heart to minister and disciple young staff and support the overall purpose of the camp. As a part of our ministry through hospitality, our food services manager will prepare well rounded meals year-round for both retreat groups and summer camps. Under the supervision of the camp manager, in addition to cooking, this team member will plan menus, order food and supplies, schedule staff and volunteers, train kitchen staff in food prep, safety and sanitation, oversee inventory and work with other staff to ensure the guests have a wonderful high quality dining experience. This individual must have experience cooking for large numbers and the ability to adjust quickly for varying numbers and schedules. We appreciate when our Food Services Manager thinks outside the box to make our camper/guest experience the best it can be.

COMPENSATION/HOURS

Part time throughout the year (up to 32 hrs/week) including working some weekends and evenings. \$14/hr. During the off season, more office work may be required.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Prepare on-time nutritious meals for guest groups and staff
- Always put the guest experience first
- Ensure every item served meets high standards for quality and presentation
- Train and support the team daily
- Communication of scheduling, ordering, training
- Must possess a good attention to detail with cleanliness, food dating, portioning, food time/temperatures and organization of food and dry stock
- Must be able to communicate efficiently and effectively on a daily basis with staff and upper management
- Selecting, training and supervising all kitchen staff in cooperation with the camp manager
- Coordinating cooking responsibilities to ensure each shift runs smoothly
- Being creative and attractive in preparation
- Keeping records of camper days and meal counts
- Coordinating food prep, display and kitchen clean up
- Writing menus of meals and snacks
- Following nutritional guidelines
- Constantly work to minimize food costs (stewardship), while maintaining high level of guest satisfaction and quality of food for guest experience.
- Maintain clean and efficient kitchen and dining hall
- Meeting health department standards
- Overseeing cleanup and dishwashing procedures

- Cleaning and servicing kitchen equipment
- Ensuring adequate food and supplies
- Tracking inventory and ordering food and supplies, as needed
- Maintaining appropriate storage facilities
- Overseeing all aspects of food and hospitality related needs for guest groups.
- Contribute to the effectiveness of the team by:
 - Performing office functions to support own work and others' work as assigned
 - Working in partnership with the team on specified projects as assigned
 - Participating in scheduled community activities and meetings

QUALIFICATIONS:

Food and hospitality background preferred.

Ability to supervise, train and develop staff

Ability to prioritize and work on multiple objectives

Ability to take charge of tasks and work independently

Ability to work well with others both staff, guests and volunteers

Good interpersonal skills and communication skills

Flexibility to work irregular and extended hours as required

Possess basic computer skills

Working knowledge of industrial kitchen equipment.

Knowledge of safety procedures appropriate to duties.

Excellent cooking skills and understanding of working in a commercial kitchen.

Knowledge of principles and processes for providing excellent customer service. This

includes customer needs assessment, meeting quality standards for services, and evaluation of customer satisfaction.

Great proficiency with managing a departmental budget and demonstrated knowledge of commercial food ordering.

Proficient working knowledge and ability to use various office software including, but not limited to, Microsoft Word, Excel, Outlook.

Basic internet and social media skills.

PHYSICAL DEMANDS

Regular physical effort required.

Ability to lift a minimum of 50 pounds

Some physical agility, including but not limited to bending for items below or reaching for items above, stooping or climbing step stools or ladders to put away food inventory.

Must be able to stand for long periods of time

Ability to travel to various geographic locations, including travel by car.

Must have a valid driver's license

OTHER

Commitment to Christian principles and teachings both professionally and personally.

Must be an active member of an SBC church.

Must pass a background and social media check, and pass a child safety practices course.

Possess personal spiritual discipline that models a proactive approach toward personal, spiritual and relational health.

EXPERIENCE

Minimum of three years of related experience in food service.

CERTIFICATES, LICENSES, REGISTRATIONS

Food Manager's Certification is required. We would prefer you had one but are willing to provide certification if necessary.