

# Kitchen Staff for Sprouts Christian Childcare

Bible Evangelical Free Church, Tomah

Part Time, Monday–Friday

## Position Summary

Sprouts is a state-licensed childcare center and a ministry of the Bible Evangelical Free Church of Tomah. At Sprouts, we focus on supporting children and families, sharing the love of Jesus by demonstrating Biblical values in all our interactions with each family member. As a kitchen staff member, you are the backbone of the center! We are seeking someone who loves cooking, pays attention to detail, and is willing to step into the classroom as a substitute teacher if needed.

## Responsibilities:

- Follow all state and health department regulations on food preparation and kitchen cleanliness.
- Prepare meals according to CACFP guidelines and children's oral and feeding developmental levels.
- Ensure classroom meal carts are stocked with clean and appropriate utensils.
- Maintain a clean and safe kitchen environment.
- Clean and sanitize dishes.
- Keep an inventory of food items and add items to the shopping list as needed.
- Follow the menu developed by the administrative staff.
- Provide emergency classroom coverage when needed as a substitute provider.

## Supervision, Reporting, and Working Relationships:

Childcare Teachers will regularly communicate with both the Director and Assistant Director of Children's Ministry, as well as other Sprouts staff members and the families we serve through Sprouts. Childcare Teachers will primarily report to the Director of Children's Ministry, but the Assistant Director will be available for daily operations when the Director is offsite. Childcare Teachers will attend Sprouts staff meetings regularly. Additional trainings and events specific to Sprouts will be held occasionally; some may be mandatory, while others will be optional to help fulfill continuing education requirements or to foster connections with staff and families.