



### Position Description

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| <b>Position Title: 2<sup>nd</sup> Cook</b> | <b>Date: June 2018</b>                                   |
| <b>Salary Grade: \$250/week</b>            | <b>Division/Department: Mt. Cragg &amp; Gilmore Camp</b> |
| <b>Employment Classification: Seasonal</b> | <b>Reporting Status: Head Cook</b>                       |

### Mission Statement

The Salvation Army, an international movement, is an evangelical part of the universal Christian church. Its message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination.

### Position Summary

To assist the Head Cook in preparing and serving nutritious meals and in maintaining the cleanliness and sanitation of the kitchen, food preparation and food storage areas.

### Essential Functions

- Assist in the daily operations of the camp food service program.
- Assist in the preparation of food.
- Set up food, supplies, and utensils for dining hall food distribution.
- Store food and leftovers at proper temperature and proper storage locations.
- Assist in routine sanitation of the kitchen and other food services areas.
- Clean and maintain all food-preparation and storage equipment.
- Reduce waste, reuse items, and recycle as practically as possible.
- Assist in the preparation and packaging of food for use outside the dining hall.
- Prepare and store food according to camp and health code procedures.
- Assist in maintaining cleanliness of food room, refrigerators, freezers, and food preparation areas.
- Assist in putting away SYSCO order when delivered.
- Break down boxes and keep mop area clean at all times.
- Keep kitchen cupboards, walls, and countertops wiped clean & sanitized daily.
- Prepare and serve staff snacks as directed by Head Cook.
- Attend and actively participate in Orientation.
- Maintain a standard of integrity & morality that promotes Jesus Christ at all times.
- Maintain a standard of personal living, cleanliness & support to your co-workers.
- Assist with and be involved with the supervision of campers at chapels
- Assist with and be involved with the supervision of campers at during Sunday Services
- Assist cabin leaders in the supervision of campers and participate/lead nightly cabin devotions.
- Assist with and be involved with the supervision of campers at during campfires
- When time permits, away from main responsibilities, be involved with cabin buddy assignment to assist with camper activities.

### Working Conditions

Will need to be able to safely operate confection ovens, gas stoves, blenders, knives and other kitchen and food preparation equipment. (Minors are not allowed to use electric meal slicer).

| Minimum Qualifications   | Skills, Knowledge & Abilities  |
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| <ul style="list-style-type: none"> <li>• Must be at least 18 years old.</li> <li>• Desire to work in the food service area.</li> <li>• Knowledge of food preparation, serving, storage of food and dishwashing procedures is preferred.</li> <li>• Ability to follow through with assigned tasks carefully &amp; efficiently.</li> <li>• Work as a team player.</li> <li>• Knowledge of basic food handling safety standards.</li> <li>• California Food Handlers Certificate</li> </ul> | <ul style="list-style-type: none"> <li>• Ability to lift and carry 30 pounds including unloading food, carry trays of dishes, lifting supplies and equipment as needed.</li> <li>• Visual ability to identify and respond to environmental hazards.</li> <li>• Physical ability to operate kitchen equipment according to safe recommended methods.</li> <li>• Physical mobility and endurance to perform tasks while standing for long periods of time (60 minutes or more).</li> </ul> |

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Employee Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

This position description has been assigned to indicate the general nature and level of work performed by employees in this classification. It is not designated to contain or be interpreted as a comprehensive inventory of all responsibilities and qualifications required of employees assigned to this position.