

Position Description

MISSION: "Advancing God's Kingdom everywhere, one person at a time."

A. Job History:

Job Title: Food and Beverage Associate

Department: Shakopee

Date Job Created: December 2017

HR USE ONLY:	<input type="checkbox"/> Exempt	<input checked="" type="checkbox"/> Non-exempt	Hours: 10 / week
---------------------	---------------------------------	--	-------------------------

B. Strategic Role Summary: To ensure members and guests of Hosanna! Shakopee campus are provided with high quality food and beverage served with excellence and welcoming hospitality. Provide food service and maintain cleanliness and efficient operation during weekend services, programming days and nights and special events.

C. Key Responsibilities (Essential Output):

1)	Provide outstanding customer service, quality food and beverage preparation and presentation, Follow health, safety and sanitation guidelines for all products.
2)	Maintain and ensure proper supply levels for all necessary goods and equipment related to food/beverage preparation and in coordination with order system.
3)	Maintain cleanliness, sanitation, and organization of all kitchen areas and supplies.
4)	Provide leadership for the volunteers. This includes, but is not limited to, training volunteers and providing a welcoming and encouraging environment.
5)	Other duties and responsibilities as assigned by supervisor.

D. Education/Experience:

	Required	Preferred	Major Course of Study/Description	Years of Exp.
HS Diploma/Equivalent	<input checked="" type="checkbox"/>			
Associate Degree	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
Bachelor's Degree	<input type="checkbox"/>	<input type="checkbox"/>		
Advanced Degree/Experience	<input type="checkbox"/>		Food and Beverage service experience preferred	

E. Core Competencies:

•	Mature faith, a personal relationship with Jesus Christ, commitment to the Teaching Statement and ministries of Hosanna!, a signed Hosanna! Leadership Covenant and submission to Biblical authority.
•	Membership in the congregation and worship at Hosanna! strongly recommended.
•	Food and beverage planning, preparation and service with health and food safety experience.
•	Proven hospitality and customer service.
•	Ability to interact in a service-oriented, diplomatic, and polite manner with a high degree of proficiency in interpersonal relationships
•	Effective organizational and multi-tasking skills.
•	Proven ability to develop, train, supervise and delegate to volunteers

F. Working Conditions/Physical Demands:

•	Team member must be able to lift 15-20 pounds and work with hot liquids and machines.
•	Team member must be available to work days, evenings and weekends to meet ministry needs. This includes Christmas Eve, Easter and other church-wide events.
•	Team member must be able to stand or walk for 4-5 hours at a time.
•	Requires repetitive computer work with mouse.