

Assist Camp Manager Job Description

Gasconade Christian Service Camp

Salary: \$175.00 per week (6 weeks)

Qualifications and Requirements:

1. Applicants should be 18 or older.
2. Applicants must be a member of the Christian Church.
3. Applicants must adhere to the following camp rules:
 - a. No drugs, tobacco, alcohol, etc.
 - b. No radios, cassette players, comic books, etc.
 - c. No vulgar or abusive language.
 - d. All clothing must be modest and decent.

4. General Duties and Responsibilities:

Each Meal:

- a. Report to Head Cook one hour before each meal.
- b. Set each table with required items according to the menu and instructions from cooks.
 - 1) Set up drink dispensers, ice bowl, & glasses/cups on side table.
 - 2) Place napkins, silverware, bowls, trays or plates on serving bar.
 - 3) Help prepare salad bar and place fruit and/or dessert on side table.
 - 4) Assist cooks with other duties as needed.

After Each Meal:

- a. Remove all items from tables and put in their proper places.
- b. Wash off dining tables and chairs ensuring all food is removed.
- c. Stack chairs on dining tables after every meal.
- d. Empty drink dispensers and wash side tables.
- e. Unload and wash salad bar and empty ice.
- f. Empty all trashcans including those outside and replace can liners.
- g. Sweep and mop floors thoroughly (including kitchen).
- h. Replace chairs under tables.

Daily:

- a. Clean all dorm bathrooms...
 - 1) Scrub sinks and stools.
 - 2) Sweep and mop floors (with bleach water).
 - 3) Empty all trashcans, replacing liners.
 - 4) Fill tissue and towel holders as needed.
 - b. Clean dining hall bathrooms each morning between breakfast and lunch.
 - c. Empty trashcans replacing liners, at the canteen and faculty lounge.
 - d. Other duties as deemed necessary by Camp Manager.
5. Applicants will be responsible to the Camp Manager concerning on-duty and off-duty hours.
6. Applicants must not leave campgrounds without permission from the Camp Manager.