



HEAD COOK (1 Position)

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Description

The Camp Misawannee Head Cook is the leader in the Misawannee Kitchen. The Head Cook is responsible for ordering groceries, cooking and serving all camp meals. In addition, the Head Cook is responsible for general cleaning of the kitchen, dining room and all kitchen appliances. The Head Cook will manage all Kitchen Staff and delegate appropriate kitchen tasks to the Kitchen Staff. The Head Cook will foster an atmosphere of cheerful cooperation and a positive environment for learning new skills.

Time Commitment The role of Head Cook would require one hour per week in March and April; 2-4 hours per week from May through July; during camp 8-10 hours daily.

Camp Dates Camp Misawannee will run July 28-August 4, 2024

Duties and Responsibilities

- Responsible to the Camp Director
- Manage all aspects of Food Service for an overnight camp
- Supervise and coordinate the Kitchen Staff
- Plan camp Menu for up to 130 people (Campers + Staff total)
- Review camp Menu with the Camp Director
- Place Grocery Order in accordance with the camp Menu within budget and in a timely manner
- Check the food/kitchen supply order with designated grocery store
- Ensure cleanliness of food preparation and delivery areas
- Participate in the Health Inspector's camp visit if required.
- Be prepared to meet gluten-free and lactose-free dietary requirements for both campers and staff
- Complete daily inventory checks and order food as needed
- Handle all food items according to Food Safety regulations
- Report any illness, accidents or injuries to the Kitchen Director
- Assist in the deep cleaning of the kitchen at the end of camp ie. floors, fridges, freezers, cold storage shelves, counters, sinks etc.
- Other duties as assigned by the Camp Director pertaining to the kitchen and eating areas.

January 2024