

Job Description

Summer Camp Cook

Big Island, Hawaii

Science Camps of America is seeking a **Summer Camp Cook (SCC)** to facilitate effective food management for participants and staff on a daily basis; to ensure a healthy, safe, and clean eating environment throughout the duration of the summer camp period. Additionally, to maintain a positive attitude about all camp experiences and activities; to engage only in behaviors that model appropriate actions for campers; to generally promote the mission and character values of Science Camps of America.

Summer 2016: Science Camp will have approximately 20 campers and 5 staff and is in session from June 29 to July 18 (20 days). The SCC will start two days earlier (June 27). Last day of work is July 18. The SCC is responsible for designing menus, obtaining all food (shopping or arranging for delivery), storing all food properly, ensuring the kitchen and dining areas are sanitary, preparation of all meals (breakfast, lunch, dinner, dessert), and cleanup after all meals. The SCC is responsible for training and supervising the Assistant Cook and for supervising campers assigned to kitchen duty (campers are ages 13-17). Qualified candidates must be at least 19 years old.

Please send application and resume to:

Science Camps of America
Attn: Michael Richards, Exec. Dir.
PO Box 5031
Kaneohe HI 96744
Or confidential e-mail to jobs@sciencecampsamerica.com

Qualifications

- One to five years minimum experience in volume feeding
- Ability to work on time and on schedule
- Food ordering, preparation, storage, sanitation
- Camp and/or School experience desirable
- Experience in the feeding of children ages 13-17 desirable
- Experience in camps/military/institutional/business or industry feeding
- High school graduate or equivalent GED
- Culinary School training/apprenticeship/food service
- Familiar with Hawaii Department of Health Guidelines
- Familiar with American Camp Association food service standards a plus but not necessary
- Ability to lift 50 pounds at a height of 48"
- Good physical condition
- An understanding and liking of children ages 13-17

- An understanding and acceptance of the fundamental aims and objectives of Science Camps of America

General Responsibilities

1. Assist in food preparation by performing any combination of the following tasks, or other tasks assigned to you:

- wash, peel, etc. vegetables
- prepare poultry and meats
- prepare breads
- stir and strain soups and vegetables
- weigh and measure foods
- carry pans, pots, etc.
- store food
- clean utensils and area and
- distribute food and supplies

2. Assist in any area of kitchen or dining room as requested by the Camp Director.

3. Facilitate kitchen cleanliness and maintenance by performing tasks such as (but not limited to) the following:

- wash dishes, glasses and silverware
- clean ovens, stoves, and other cooking appliances on a regular basis
- sweep and mop kitchen and dining room
- take out trash from kitchen and dining room to trash area; clean and wash trash cans as needed
- clean spillage in kitchen or dining room
- ensure cleanliness of entire kitchen/serving area after meals are completed

4. Facilitate supply management by performing the following tasks:

- Shop for food and associated products
- Ordering, receiving and inspection of food
- Check in supply truck and delivery vehicles
- Put supplies in the appropriate pantries or storage areas
- Maintain storage areas in a cleanly, organized manner, at appropriate temperature
- Understand inventory and ordering process
- Responsible for the cleaning of kitchen equipment and maintaining a sanitary food service environment
- Preparation and serving of meals (including meals to be eaten off-site)
- Supervision of serving area and the proper disposition of leftover food
- Develop menus and improve preparation techniques as needed
- Supervision of food service staff
- Train all Kitchen staff maintaining a positive and professional work environment as well as seasonal evaluations on staff
- Create a daily assignment chart of kitchen staff
- Follow Hawaii Department of Health Guidelines at all times

- Act as a responsible member of the camp community both in and outside of the camp environment during periods of employment
- Any other duties assigned or reassigned as deemed necessary by the Camp Director

Be willing to assume additional or different responsibilities related to food service management as needed or requested by the Camp Director or other supervisory personnel as appropriate.

Essential Functions

- Cognitive ability to understand kitchen appliance use/function
- Ability to utilize equipment safely and effectively
- Visual ability to determine cleanliness of dishes and food contact surfaces
- Ability to communicate immediately dangerous situations such as fires, etc.
- Ability to assess condition of food and drink for suitable use

Reports to:

The Summer Camp Cook reports to the Camp Director.