



**FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

CAMP MANITO-WISH YMCA - KITCHEN STEWARD

MINIMUM QUALIFICATIONS

1. Minimum 18 years old.
2. On site living including room and board (preferred).
3. Commuting staff living off site must have adequate transportation to get to/from work. Part-time and full-time work available.
4. Strong and good character: optimism, resilience, humility, empathy, awareness of self and others, resourcefulness, responsibility and adaptability.

RESPONSIBLE TO: Food Service Director/Chef on duty
Camp Director

ESSENTIAL FUNCTIONS:

1. Ability to communicate and work with groups participating (age and skill levels), and provide necessary instruction to campers.
2. Visual and auditory ability to identify and respond to environmental and other hazards.
3. Be friendly and courteous to all.
4. Physical and mental ability to respond appropriately to situations requiring general first aid.
5. Abilities to observe assess & teach appropriate camper & staff behavior and enforce. Environmental Stewardship guidelines, safety regulations and emergency procedures.
6. Must be able to relate effectively to diverse groups of people.

SPECIFIC RESPONSIBILITIES:

1. Assist in creating a clean, safe, and accommodating food service experience for campers and staff according to Camp and ServSafe protocols.
2. **Kitchen Operation Responsibilities:**
 - Ensure food preparation areas, dish room, equipment and floors are clean, sanitized, and organized as needed and after each shift.
 - Wash, sanitize, and properly store all dishes including prep wares, cook wares, utensils, and serving dishes.
 - Set up commercial dish machine for each meal, record washing temperatures as needed, empty after each meal, and de-lime weekly.
 - Place, remove, and clean kitchen floor mats as needed.
 - Take out trash, compost and recycling as needed and after each shift.
 - Assist in the management of inventories, receiving orders, storing and organizing food and supplies.
 - Assist in dining room set up, break down, and cleaning under the direction of the Nash Captains as appropriate.
3. **Prep Work Responsibilities:**
 - Assist in sorting, distributing, washing, peeling, cutting, and cooking of food including preparation of sides and desserts.
 - Assist in the management of food allergies and dietary needs of all participants and staff, especially to prevent cross-contamination.
 - Assist in moving prepared and cooked food to appropriate locations for service.
 - Assis with service during meal times including moving prepared and cooked food to appropriate locations, coordinating with Nash Captains and waiters, serving meals, and communicating about meals to all participants and staff.
4. Actively participate in all required staff training sessions.
5. "Convoy" – act as camp representative on buses/vans bringing campers to and from camp at start and end of session as necessary
6. Being on time for each shift is expected. Come ready to work.
7. Understand and commit to the Manito-wish Mission, Vision and Commitment Statements.
8. Understand and commit to the YMCA core values of caring, honesty, respect, and responsibility.
9. Understand and commit to all policies related to Child Abuse Prevention directed by Camp Manito-wish YMCA.

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10. Provide opportunities for camper/staff discussion centering on Camp's mission and personal growth.
11. Uphold rules and policies associated with Camp Manito-wish YMCA and support the group living experience.
12. Capable of effective and sustained mental, emotional, and social interaction with others in the camp's fast-paced, youth-centered, community living environment.
13. Able to maintain mental, emotional and social resiliency (such as handling stressful situations appropriately) needed for the job in a fast-paced, interactive environment.
14. Perform other duties as assigned.

TIME OFF:

1. Schedules are made according to camper counts, trail schedules, and kitchen needs.
2. All schedule changes must be approved by supervisor.
3. Switching shifts, must be confirmed by supervisor in person.
4. All schedule requests are on a first come first served basis.
5. On-site staff will have (1) 24 hr. shift off a week, with the possibility of more depending on in camp counts, and schedules.