



Position: **Prep Cook**

Desired Qualifications:

- Desire to work in a camp kitchen.
- Ability to learn to do tasks as assigned.
- Ability to accept guidance and supervision.
- Willingness and ability to learn to prepare foods for large groups
- Knowledge or willingness to learn the standards of food preparation, serving, and kitchen procedures.
- Ability to work well with others.
- Enthusiasm, sense of humor, patience, and self-control.
- Ability to work and live in a camp community.

Responsible To

Camp Cook

Camp Goals

To provide an opportunity for young people to have fun, learn skills, build self-esteem and practice developing constructive social relationships in a safe healthy environment.

Specific Responsibilities

- Assist with food prep by performing any combinations of the following tasks (others may be assigned by cook):
 - Cut, peel, wash produce
 - Mix juices, refill water jugs
 - Prepare poultry, meats, breads, soups, vegetables, etc.
 - Weigh and measure foods
 - Carry pots and pans
 - Participate in overall camp staff training.
- Collaborate with Cooks to estimate needs, place orders with Camp Director, receive and store foodstuffs and supplies.
- Record quantities, types, and preparation methods of food served.
- Assist in cleaning Dining Hall and Kitchen, including taking out trash, cleaning trashcans, sweeping, mopping, and washing counters. Initiate dishwashing procedures after each meal, insure cleanliness of dishes and dishwashing area.

- Teach and supervise campers in KP duties.
- Actively participate in staff meetings.
- Assist with the closing of the kitchen for off-season.
- Conduct daily check of kitchen and dining hall equipment for safety, cleanliness, and good repair, including refrigeration temperature log.
- Check, unload and store all food orders.
- Set a good example for campers and staff, including cleanliness, punctuality, sportsmanship, and table manners.
- Follow camp rules and regulations pertaining to zero tolerance for smoking, use of alcoholic beverages, and use of drugs.
- Encourage respect for personal property, camp equipment, and facilities.
- Manage personal time off in accordance with camp policy.
- Maintain good public relations with camper's parents.
- Assist in evaluation of current season and make recommendations for equipment, supplies, and menu for the following season.
- These are not the only duties to be performed. Some may be reassigned and other duties may be assigned as required.

Essential Functions

1. Ability to lift, unload and move food, supplies and dishes.
2. Identify and report hazards to the Cook immediately.
3. Use all kitchen equipment safely, including operating dishwasher at appropriate temperature objectives.
4. Visual and auditory ability to identify and respond to environmental and other hazards related to the kitchen.
5. Physical ability to respond appropriately to situations requiring first aid.
6. Maintain appropriate inventory of food and supplies.
7. Maintain healthy conditions for dishes, food contact surfaces, kitchen and dining areas, and food storage.
8. Ability to adapt to rough terrain, heat, and living outdoors.