



Camp Luther Position Description: Food Service Assistant

Overview:

The Food Service Assistant reports directly to the Food Service Director and is responsible to maintain and support leadership and coordination of meals; including trip meals in a safe and clean environment. As a part of the Kitchen Team at Camp Luther, this role is also responsible for building up fellow team members through intentional support and encouragement, along with consistent accountability.

Salary/Benefits:

This is an hourly position with a starting salary range between \$31,000 and \$35,000 based on experience. Onsite housing may be available but is not required. An excellent benefit package is provided with this position, including health insurance, short-term disability, retirement, and paid vacation.

Accountability:

The Food Service Assistant reports to the Food Service Director.

Position Summary:

This member of the year-round family is responsible for assisting in all aspects of food service and pack-out kitchen at Camp Luther.

Primary Responsibilities:

- As a member of the kitchen team, assist in creating delicious, healthy, balanced meals on time to reach and maintain an exemplary standard of food service.
- Prepare and serve meals independently.
- Develop new meal ideas, find ways to implement such ideas, including making pack-out meals better/easier for summer staff, etc.
- Accommodate for special dietary needs within Camp Luther standards for campers and staff.
- Oversee and take responsibility for preparation of all pack-out meals at Camp Luther during the summer. (Four pack-out meals per week on average.)
- Be present and available to help counselors with packout meals as needed. Receive feedback from counselors and other staff about pack-out; quality, quantity, etc.
- Work with the Food Service Director to maintain appropriate inventory and budget records in the pack-out kitchen.
- Maintain overall appearance, cleanliness, organization and functionality of the entire food service, pack-out and dining areas including dish clean-up and trash removal.
- Follow all appropriate codes and regulations regarding food preparation, storage and cleaning procedures. Enforce safety with others working in the kitchen.
- Follow procedures set forth by the Food Service Director to ensure compliance with the local health department including maintaining a current food safety certificate.
- Must be able to work for several hours alone and with others, including volunteers and staff, while ensuring meals are prepared on schedule.

Expectations:

- Demonstrate a passion to build up all people in Christ for service and witness in the world, with an authentic, rooted ability to live out the mission, vision, and core values of Camp Luther in your professional responsibilities.
- Through your attitude and actions, reflect that Jesus Christ lives within you and that you view your position here as an opportunity to serve him.
- Be a servant leader, mentor, coach, and advisor to all food service seasonal staff with a willingness to “go beyond” the expectations of the job description to support the whole mission of Camp Luther.
- Seek to cultivate a healthy staff community by directly addressing conflict, being willing to have hard conversations, practicing forgiveness, and extending grace.
- Be a trustworthy steward of camp facilities, supplies, equipment, and finances. Work with integrity.
- Strive to continue growing professionally, including participating in professional training opportunities as required and/or approved by your supervisor.
- Meet regularly with and make recommendations to the Food Service Director.

Additional Responsibility:

- Duties may be assigned in other areas based on kitchen work load per season.

Required Qualifications:

- Certifications/Education as required by State and Local Codes
- High school diploma or equivalent.
- Must be able to lift and carry up to 50 pounds for short periods of time.
- Must be able to stand for 4-5 hours at a time.

Preferred Qualifications:

- 3 years’ experience and/or displayed abilities in a food service position.

Work Schedule:

- Summer Season - 37.5 hrs/wk from mid-May through mid-August
 - Typical schedule is 11:00 am to 7:00 pm including weekdays/weekends not to exceed 40 hrs.
- Retreat Season - 37.5 hrs/wk, as needed, from mid-August through mid-May
 - Typical schedule varies based on group including weekdays/weekends not to exceed 40 hrs.

Compensation:

- Hourly wage paid biweekly.
- Retirement and health benefits as described in the employee handbook
- Wage is determined based on experience and years of service and as agreed upon by the employee and is reviewable annually.