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YMCA Hayo-Went-Ha Camps JOB DESCRIPTION

Job Title: **Food Service Assistant**
Classification: Exempt (Seasonal)
Salary: As noted on your camp employment agreement
Reports to: Food Service Director
Revision Date: March 2022

POSITION SUMMARY

Camp Kitchen Staff are responsible for preparing, serving, and cleaning up foods for campers and staff under the supervision of a Food Service Supervisor. They are also responsible for providing healthy and nutritious meals while keeping the kitchen clean, safe, and well maintained.

ESSENTIAL FUNCTIONS

- Assist workers in preparing food by performing any combination of the following tasks:
 - Wash, peel etc vegetables
 - Prepare poultry and meats
 - Prepare breads
 - Stir and strain soup and vegetables
 - Weigh and measure foods
 - Carry pots and pans
 - Store food with date labeling
 - Clean utensils and kitchen area distribute food and supplies
- Assist in any area of kitchen or dining room as requested by the head cook.
- Wash dishes, glasses and silverware.
- Sweep and mop kitchen and dining hall along with cleaning sinks and countertops
- Take out trash from the kitchen and dining hall to the dumpster.
- Prepare drinks, milk and water.
- Help unload supply trucks and put away supplies rotating foods. Positioning oldest foods first
- Properly measuring sanitizer for hand bucket, silverware, rags
- Checking sanitizer levels for dishwasher
- Assist with other kitchen staff for snacks, special events and trip/travel food.
- Performs any other functions necessary for the smooth and efficient operation of camp to make experience the best it can be for our campers.

REQUIREMENTS/QUALIFICATIONS:

- Desire to work in a food service area.
- Ability to read menus, weights and measurements.
- Ability to work well with others.
- Ability to accept supervision.
- Desire to work and live in a camp community.
- Ability to have a pleasant disposition to work around staff and campers in spite of pressure to accomplish meal deadlines.
- Must communicate effectively with managing staff.

YMCA LEADERSHIP COMPETENCIES:

- **Relationship-building:** Creates and maintains authentic relationships while enhancing individual and team performance.
- **Communication:** Listens and expresses self effectively and in a manner that reflects a true understanding of the needs of the audience.
- **Developing Others:** Recognizes and acts on the need to continually develop others' abilities to attain the highest level of performance.
- **Decision-making:** Integrates logic, intuition, and sound judgment to analyze information to identify key opportunities, make thoughtful decisions and solve problems.
- **Leadership:** By providing the right example, motivates and encourages others in pursuit of common goals.

WORK ENVIRONMENT & PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

- Standing and moving around the kitchen for long periods of time.
- Ability to lift at least 50 lbs.
- Work in a fast paced environment while providing timely service.

EFFECT ON END RESULTS

The Food Service Assistants at Hayo-Went-Ha Camps play a vital role to ensure the best possible experience for the campers. The end result will be measured by performance, teamwork, and attitude while on duty.

Note: Employees are held accountable for all duties of this job. This job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications associated with the job.

SIGNATURE:

I have reviewed and understand this job description and I am able to perform the essential functions as outlined. I understand that my job may change on a temporary or regular basis according to the needs of the State YMCA of Michigan. I acknowledge that this job description is not to be construed as an express or implied contract of employment and does not alter my status as an employee at will.

Employee's name

Employee's signature

Today's date: _____

