



Overnight Head Chef

JOB DESCRIPTION

General Responsibility:

To assist Montlure Overnight Summer Camp programs by providing nutritious, well-balanced, and attractive meals for campers and staff on a daily base during camping sessions.

This is a part-time seasonal position, for the entire duration of overnight summer camps as well as time given prior to camp for planning and preparation. Must be available to live on-site for the duration of camp.

Responsible To:

Directly reports to the Montlure Camp Director and Overnight Program Director; Ultimately accountable to the Council of the Montlure Presbyterian Properties, Inc.

Responsibilities:

1. Prepare three meals per day for campers and staff. Max number is 70; average is 50.
2. Prepare one evening snack (not cooked)
3. Plan and develop menus based on good nutrition within the available budget
4. Purchase, order, and coordinate delivery of food and supplies from preferred vendors prior to camp
5. Order and use government surplus commodities, if applicable
6. Maintain kitchen and food prep areas according to the standards of AZ Department of Health
7. Supervise and manage assignments/job duties of the Montlure Backup Staff
8. At request of Overnight Program Director, provide direction to the staff regarding kitchen and dining room procedures
9. Maintain appropriate records of food service
10. Cultivate good and positive relationships with all campers and staff
11. Prepare summary reports, and provide feedback and recommendations for improvement to the Council at the end of the season
12. Follow all AZ Department of Health standards and Montlure policies and procedures

Qualifications:

1. Experience in food service management
2. Experience in developing food menus for children/youth as well as an ability to work with special dietary needs (if possible)
3. Experience in the preparation of food for large groups
4. Must have AZ Food Handlers Card
5. Must submit to a background check
6. Ability to work with little supervision to plan, organize, and be prepared for camp weeks
7. Ability to communicate with and lead backup staff in a mature and positive manner

8. Ability to perform comfortably within a Christian ministry context