



## **KITCHEN AIDE**

**2024 DATES:** June 18 - August 5 (includes training, summer camp, & time-off periods).

**2024 POSITION SALARY:** \$375 per week for 7 weeks with the possibility of weekly or per diem employment through mid September.  
Housing and Meals provided.

**REPORTS TO:** Food Service Director

**PRIMARY RESPONSIBILITY:** To assist the Food Service Director in providing meals to the camp community.

### **MINIMUM QUALIFICATIONS:**

- Be at least 15 years of age
- Commitment to bringing the Camp Little Notch Mission to life
- Strong work ethic and willingness to learn

### **ESSENTIAL JOB RESPONSIBILITIES:**

- Assist in the management of daily operations of the camp food service, including coordinating distribution between the kitchen and dining hall, ensuring food is prepared in a safe and efficient manner, and food is served on time, in coordination with kitchen and other staff.
- Assist with all aspects of meal preparation as assigned, including, but not limited to, washing and peeling, chopping, baking, mixing, etc.
- Assist in routine sanitation of kitchen equipment; clean and maintain all food preparation and storage areas.
- Play a key role in the daily cleaning of all dishes.
- Assist in the daily cleaning of the kitchen and dining hall.
- Assist the Food Service Director in the receiving and unpacking food orders.
- Assist the Food Service Director in packing weekly pack-out dinner and breakfast boxes.
- Work as a member of the food service team, working with the Food Service Director on assigned tasks to meet kitchen goals of timely, well-prepared meals.
- Assist with weekly camp clean up, including sweeping, mopping, sanitizing, trash pick-up, etc.
- Assist in other camp duties as assigned.

**KNOWLEDGE, SKILLS AND ABILITIES:**

- Strong verbal and written communication skills.
- Strong organizational skills including the ability to manage multiple projects and details simultaneously.
- Ability to work productively in a fast-paced environment.

**PHYSICAL ASPECTS OF THE POSITION:**

- Ability to endure standing for long hours and perform activities such as running, bending, stooping, and stretching.
- Ability to traverse varying terrain while moving between activities.
- Ability to operate with daily exposure to the sun, heat, and varying environmental conditions.
- Endurance to meet emergency needs.
- Ability (and willingness) to live in a communal camp setting with adults and children while working irregular hours.

I acknowledge that I have read and understand this job description and have received a copy for my records.

Employee Name:		Date:	
----------------	--	-------	--