

JOB DESCRIPTION - COOK

Minimum requirements:

- At least 21 years old.
- Knowledgeable in kitchen routines and meal planning.
- Kitchen and cooking experience.
- Knowledge of state sanitary codes.
- Be healthy and follow hygienic practices.
- Must have a vehicle to be used for grocery shopping.
- Patience and ability to work well with children.
- Be familiar with Camp Gregory history, philosophy and facilities
- Adhere to the staff guidelines.

Responsible to:

Director and Camping Program Committee

General Responsibility:

Prepare nutritious and balanced meals / snacks for campers.

Specific Responsibilities:

- Plan menu and make adjustments according to camper enrollment in consultation with the director
- Become familiar with kitchen equipment.
- Become familiar with camp safety plans and sanitary laws.
- Oversee the purchase and delivery of food to camp (camping committee may be available for assistance if needed).
- Work within a budget; monitor food surplus / waste.
- Keep records for reimbursement programs.
- Help hire and train an assistant cook.
- Supervise all staff helping in the kitchen.
- Monitor family-style dining routine.
- Clean and sanitize kitchen and equipment after every meal.
- Be able to meet special dietary needs of campers and staff.
- Work with staff and campers on cooking interest groups, if part of the camping program
- Follow camp guidelines for recycling, composting, and garbage. Educate and supervise campers and staff to do likewise.
- Help with cleaning, organization, and storage of equipment and supplies at the end of the camping season
- Provide a written report at the end of the camping season to the camping committee including food budget and menu plans, and any recommendations for the future.