

# GOOD SPIRIT BIBLE CAMP



**Position:** Head Cook

**Goal:**

Organize and supervise the staff and operation of the kitchen, dining room and the services they provide.

**Remuneration:**

- \$540 per week

**Requirements:**

1. Must possess certification for completing a Food Handler's Course.
2. Must be acquainted with the Saskatchewan Health Regulations for Public Eating Establishments.
3. Be at least 18 years old

**Responsibilities:**

1. Keep the kitchen and dining room clean and sanitary. This includes equipment such as the stove, fridge, and walk-in cooler.
2. Provide direction to cook's helpers and volunteers.
3. Prepare a menu for each camp (may use existing one if desired), make a list of the required foods and quantities of each and give it to the camp food purchaser no later than Sunday evening of each week.
4. See that the front of the cupboards facing the dining area are wiped off after each meal, that the sinks and floor are washed each evening, that kitchen laundry is washed each day, that the BBQ is cleaned after each use, and the grill and stoves cleaned at weeks end so they are ready for use the following week. Utilize helpers and volunteers as needed.
5. Remind Cook's Helper of their duties if they forget.
6. Prepare and serve meals within the times specified on the daily schedule.
7. Report to the Maintenance staff as to any repairs that need to be made.
8. Remain flexible to changes in the program and any unforeseen food allergies.
9. Be a spiritual guide and mentor to the kitchen staff.

**Working Relationships:**

1. Work with the cook's helpers and kitchen volunteers.
2. Work in cooperation with the food planners on the board.
3. Report to the Camp Director.
4. Be prepared to help out in other areas of the camp.