

Camp of the Cross Ministries



Position Description: Assistant Cook
Position Classification: Hourly – 20 hours/week
FLSA: Exempt
Supervisor(s): Executive Director

Position Summary: The Assistant cook is to provide food service for the retreat season, summer season and major fundraisers in conjunction with the Food Service Manager. Other duties will be assigned by the Food Service Manager and Executive Director based on qualifications and needs.

Primary Skills and Abilities:

Leadership

- Lead by example
- Work as a part of a larger team
- Kitchen Staff Oversight
 - Work with summer kitchen help (summer hires)

Hospitality

- Make sure each camper/retreater feels welcome and important from arrival through departure
- Constant communication with the Food Manager and Executive Director about needs.
- Address hospitality opportunities and demands with other camp staff
- Visit with participants, but also connecting guests with other guests

Personal Qualifications:

- Possess experience in food service.
- Ability to relate to Constituent Congregational clergy, rostered leaders and lay leaders, synod staff and the ELCA Outdoor Ministry staff and volunteers.
- Strong personal faith and a theological commitment to ELCA and UCC theology or willing to learn more about it
- An active faith in Jesus Christ
- Commitment to a servant leadership style

Primary Duties and Responsibilities:

Food Service

- Prepare economical, homemade, and nutritious meals per day for up to 150 people
- Prepare weekly Summer Sunday community meal for up to 150 people

Fundraisers

- Assist with preparations and implementation for fundraisers