



JOB DESCRIPTION

Full Time Camp Kitchen Helper – Must be at least 16 years old

Reports to: Camp Director, Head Cook or designee

Summary: Assist the Head Cook or designee in the preparation/serving of food and in the kitchen cleaning.

Duties and Responsibilities:

- (1) The work schedule varies week to week and will be determined by the executive director or designee.
- (2) Assigned duties may include dishwashing and cleaning.
- (3) Assist in the preparation of food.
- (4) Assist in the preparation of dishes, trays, etc. for dishwasher.
- (5) Assist in washing pots and pans and regular weekly cleaning duties as assigned.
- (6) Assist in organization of pantry and washing and folding laundry.
- (7) Additional duties as assigned within the general scope of the job description.
- (8) Ability to manually lift items up to 40 lbs. to shoulder level as associated with food work and ability to stand for duration of duty.
- (9) Ability to use one's senses to promote safety and quality and knowledge sanitation practices.
- (10) Interest in communicating with children and ability to work with a team.
- (11) Ability to perform mathematics needed for the job such as measuring and cost calculating.
- (12) Will read carefully the rules, regulations, and procedures described in the Staff Program Guidelines and the Staff Policies and Procedures Manual, sign a statement that I have done so and agree to abide by information included in these documents.
- (13) Will cooperate with the Camp Director and designated administration to help insure a smooth, organized and successful operation within the written philosophy of the camp.
- (14) All other necessary duties as assigned by the camp director or designee.

Qualifications: Effective and appropriate oral and written skills. Maintain high standards regarding sanitation and safety. Old enough to secure a valid work permit.

Education: This person should be sufficiently literate to read. Such usually is high school student or graduate or equivalent.

General: A high moral standard shall be maintained when in contact with the students of Mohican School. The person shall be a good example to the students at Mohican and not be engaged in any activity at Mohican or in the communities served by Mohican which could be perceived as being detrimental to the children under our care.

This position also requires a maturity to be able to handle staff members in a supervisory capacity, to handle stress situations with a calm manner, and to be able to be flexible with students from varied backgrounds. Also, setting a good example for other staff members and abiding by the camp's philosophy and procedures is important.

Employee Signature or Prospective Employee

Date