

Director of Food Services

Responsible to: Executive Director, Director of Discipleship & Development

Qualifications:

- ⇒ Must have a personal relationship for Jesus Christ and be a witness in word and deed
- ⇒ Should be at least 20 years old
- ⇒ Must have experience in meal planning and cooking for large groups
- ⇒ Must be able to adapt to the conditions and programs of a camp setting
- ⇒ Must be clean and neat in personal appearance
- ⇒ Must have an up-to-date certificate in Food Handling from the Department of Agriculture and Fisheries

Duties and Responsibilities:

- ⇒ Prepare and follow a camp menu (working closely with the Executive Director) to provide a wholesome, well-balanced diet which will be attractive to the campers
- ⇒ Place food orders and check the deliveries against the invoices
- ⇒ Keep a careful inventory of all food purchases and supplies throughout the camping season
- ⇒ Supervise the Food Services Assistant, providing a schedule and assigning duties and responsibilities
- ⇒ Ensure the sanitation and cleanliness of the kitchen, utensils, containers, cloths, towels, food storage areas, etc. Maintain health standards according the N.S. Health requirements
- ⇒ Direct the preparation of meals, ensuring they are ready at the time per schedule
- ⇒ Arrange snacks for staff and camper each evening
- ⇒ Participate in the camp program as responsibilities allow
- ⇒ Work with the Lodge Coordinator for seating and food needed for each table
- ⇒ Maintain a good rapport with fellow kitchen workers
- ⇒ Fill out End of Week Evaluation
- ⇒ Take time for daily prayer and devotions
- ⇒ Don't panic!
- ⇒ et cetera

After camp:

⇒ Submit a written evaluation of your job, responsibilities, and any suggestions as to improvements that can be made to the ministry of Head Cook

⇒ Fill out the End of Summer Evaluation