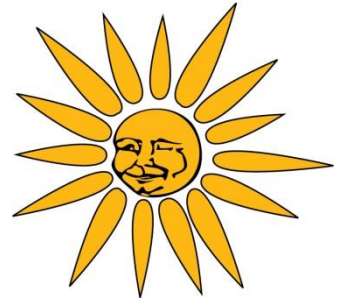


Kitchen Staff and Volunteers

Job Description



ROLE AND PURPOSE:

The mandate of Camp SMILE is to provide a fun, enriching experience for people with disabilities. The role of the Kitchen Staff and Volunteers is to maintain the order and cleanliness of the camp kitchen to provide safe, nutritionally balanced meals for campers and staff.

TIME REQUIRED AND PLACE OF WORK:

Depending on the number of weeks that a Kitchen Staff Member or Volunteer works, Camp SMILE has four one week-long sessions, which are held at Camp Grace in Mobile, Alabama.

QUALIFICATIONS:

Must be 21 years of age by start of camp and have at least 1-3 years food service experience in an educational or camp setting (Kitchen Staff), *or* must be 16 years of age by start of camp (Volunteers). Must possess the stamina to carry out camp meals in hot and humid climate over an extended period of time.

JOB DUTIES AND RESPONSIBILITIES:

Meals:

Manage and/or assist with the planning and preparation of nutritionally balanced camp meals, to include consideration of special dietary concerns, maintenance of inventory, and management and placement of food orders.

Manage and/or assist with routine maintenance, sanitation, and upkeep of the camp kitchen, its equipment, and facilities.

Cleaning:

After every meal, Kitchen Staff and Volunteers will:

Wipe all tables, chairs, and counters with sanitizing agent.

Sweep floor and stage.

Restock baskets with silverware, paper towels, and other needed items.

Spray floor (after lunch and dinner only).

Wash, dry, and put away any/all cooking utensils, special plates, etc.

Wash and dry bibs.

ESSENTIAL FUNCTIONS:

Physical: Must be able to lift up to 50 lbs regularly

Customer Service: Establish positive relationships with campers, supervisors, and fellow staff

All other duties: Perform all other duties as assigned, including carrying out responsibilities, performing duties, using skills and working in conditions necessary to perform all assigned tasks.

TARGET DATES:

Short-term commitment for time volunteered – no target date for completion

REPORT TO:

Matrisza Alvarez, Camp Director