

Food Service Supervisor Job Description

QUALIFICATIONS

1. A strong Christian Faith.
2. Must be at least 18 years of age
3. High level of responsibility and a positive mental attitude.
4. Skills in the areas of food preparation, sanitization, and personnel supervision
5. Willingness to serve others in a friendly and efficient manner.
6. Willingness to sometimes tackle the unpleasant.

ACCOUNTABILITY

The Food Service Supervisor is responsible to the Administrator.

FUNCTION

To actively prepare and delegate kitchen responsibilities, keep the kitchen well stocked with necessary food and supplies, and keep the kitchen and dining area clean.

RESPONSIBILITIES

1. Preparing the menu for the summer program
2. Ordering necessary food items for the established menu
3. Keep kitchen well stocked with necessary supplies and appliances in good working order
4. Organize kitchen staff and delegate jobs needed to prepare meals for campers
5. Keep kitchen clean and organized
6. Handle personnel conflict directly when they may arise
7. Arrive Sunday early enough to move in, prepare kitchen and dining area for campers' first meal, and help with registration
8. Help with end of week clean-up kitchen and dining areas
9. The Food Service Supervisor is responsible for the delegation of food preparation for all meals, but must be present in the kitchen for at least 8 hours each day to oversee and direct kitchen activity

BENEFITS

1. Room and board provided from the start of staff training until 2 days after the final day of camp
2. Evenings off, but you are always "on call"
3. At least 24 hours free of responsibilities every week (usually Friday 7pm-Sunday 1pm)
4. Bi-monthly summer salary