



Assistant Food Services Manager

2024

Position Purpose: To assist the Food Services Manager in preparing and serving nutritious meals and snacks to the campers. Assist in maintaining the cleanliness of the kitchen, dishroom and dining hall.

Essential Job Operations:

1. Assist in the daily operations of the camp kitchen:
 - a. Assist in the preparation of food such as washing and peeling vegetables, baking, and other food prep.
 - b. Prepare tables for serving of meals.
 - c. Ensure that all food is properly stored in accordance with Food Safety guidelines.
 - d. Prepare and serve campfire snack.
 - e. Help unload and put away food deliveries.
2. Assist in routine cleaning of the kitchen, equipment and dish room:
 - a. Clean, and keep up the cleanliness of, the kitchen and related equipment.
 - b. Ensure that prep dishes are cleaned and maintained.
3. Assist in preparation and packaging of food for use outside the dining hall
 - a. Help with food prep for any offsite camping trips.
 - b. Advise staff on how to use equipment, etc. for offsite food prep.
 - c. Assist with the distribution of tuck.
4. Assist in maintaining an accurate inventory of food supplies in the organization of food storage areas.

Employment Details

Weeks of Work	9
Start Date:	June 25, 2024
End Date:	August 27, 2024
Extra Days:	May 24 - 25 - Weekend staff training May 28 - Zoom staff training (evening) June 7 - 8 - Weekend staff training June 11 - Zoom staff training (evening)
Gross Salary	With Experience: \$425/week Base Salary: \$365/week

Kingswood Camp is an evangelical Christian camp situated on Lake George, Kings County, Nova Scotia, owned and operated by the Eastern Valley Baptist Association and run in cooperation with the Annapolis-Digby Baptist Association. We seek to honour God by providing an atmosphere where campers encounter Jesus Christ and grow as His disciples through wholesome relationships with dedicated Christian leaders, in an inviting outdoor setting, while participating in safe programs and activities relevant to their physical, emotional, social and spiritual development.



Skills

- At least 16 years of age
- Current Food Safety (Handler's) Certificate
- Previous cooking/kitchen experience or a passion for cooking and willingness to learn
- Current CPR level C and Standard First Aid
- Previous camp experience preferred
- Ability to work with children and adults
- Familiarity with current Canada Food Guide recommendations
- Flexibility to deal with changing schedules and special dietary concerns

Other Responsibilities

- Assist the Food Services Manager in the preparation, serving, and clean-up of meals and snacks under his/her supervision
- Assist in the supervision of campers and staff in the preparation, serving, and clean-up of all meals and snacks
- Assist the Food Services Manager in ordering necessary food items
- Assist in cleaning and closing up the kitchen and fridges at the end of each week
- Assist in the storage of leftovers, paying attention to expiry dates
- Participate in prayer times and Bible study in accordance to Kingswood Camp's Statement of Faith
- Carry out other duties as assigned by Director

Relationships/Accountability

<i>Reports to:</i>	Cook, Directors
<i>Peer Relationships:</i>	All Kingswood Camp staff
<i>Internal Relationships:</i>	Camp staff, campers
<i>External Relationships:</i>	Parents, food delivery personnel

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