



Job Description for *Food Service Manager* *Camp Good News*, Washington, IL A Ministry of *Child Evangelism Fellowship*®

Camp Good News exists to introduce boys and girls to the wonderful God of the Bible and the gospel of the Lord Jesus Christ; to disciple them in the Word of God; and to help establish them in a Bible-believing Church for Christian living. A well-organized kitchen providing delicious meals is an essential part of fulfilling this mission. We are seeking a seasonal full-time food service manager to join our ministry team. [See expectations of 'seasonal-full time' under financial overview below] The successful candidate will be a Godly Christian, of character, integrity, and adaptability. Previous kitchen experience is a must, and work experience in a summer camp kitchen setting is desired. They will have a high school diploma or equivalent, minimum, and maintain a valid Illinois Driver's License. They will also be in full agreement with the mission, vision, values, and doctrinal statement of *Camp Good News*, a ministry of *Child Evangelism Fellowship*®.

Essential Duties and Responsibilities

- Manage all Food Service operations. (Menu Planning, Food & Supply Ordering, Food/Supply Storage, Meal Preparation, Meal Service, Kitchen/Dining Room Cleaning)
- Work with director to hire, schedule, and manage any additional help in the kitchen including all summer seasonal kitchen staff and/or volunteers
- Develop and maintain all food service related files (physical and digital) necessary for compliance with health and safety standards
- Maintain high standard of cleanliness in the food preparation, storage, and service areas.
- Assist with clean up of kitchen. Schedule routine deep-cleaning of all areas of the kitchen, and kitchen equipment
- If available during the off season, there will be opportunities to prepare the kitchen for summer food service and deep clean the kitchen after summer ministry as well as provide food service on occasional weekends for guest groups [as needed]
- Ability and skill to assist with fund raising efforts by recruiting supporters and sending letters and reports to the same

Qualifications and Requirements

- Ability to obtain and maintain *food service management* and *food protection management* certifications
- Sound knowledge of food and health safety regulations
- Ability to multi-task and manage other staff while under strict meal time constraints
- Strong desire for vocational ministry, viewing their role as ministry rather than a job
- Cooperative attitude and ability to work well with other camp staff in fulfilling the camp's mission and being active in team meetings to support community building efforts

Physical Requirements

- Lifting and carrying up to 40 lbs
- Use hands and fingers to operate kitchen equipment
- Frequent sitting, standing, bending, walking, kneeling
- Stamina and willingness to work in conditions exceeding 80 degrees F during meal preparation
- Physical strength to perform tasks involved in normal operations of the camp kitchen

Financial and Organizational Overview

- Seasonal Full-time [non-exempt] [seasonal full-time commitment includes May 31 through the first week of August]
- If available, as needed, for off-season kitchen and guest service needs
- Expectation during the summer camp season, is a 40-hour work week which may include Sunday afternoons. Paid Overtime hours should be anticipated.
- Paid Position [\$15-\$20/ hr] [keyed to skill/experience]
- Reports To *Camp Executive Director*

Interested applicants are to send their resume to: director.cgn@gmail.com