



## Lead Cook Job Description

**Time Frame:** Mid May – August 12, 2017

**Compensation:** \$200-250/wk, plus room and board, laundry, and workman's compensation insurance.

**Responsible To:** Head Cook and Foodservice Supervisor

### Minimum Qualifications:

- Experience as a cook preferably at a camp
- Experience in cooking for large groups preferable
- Ability to read menus, weights and measures and calculate necessary multiplications of recipes
- Ability to work with and lead a team
- Ability to accept supervision as well as take initiative
- Enthusiasm, sense of humor, patience and self-control

### General Responsibilities

1. Oversee the kitchen, coffee bar, and dining room
2. Prepare foods within County Health Regulations and according to menus provided by the Head Cook
3. Wash, peel vegetables; prepare poultry and meats; prepare and knead breads; stir and strain soups and vegetables; weigh and measure foods; carry pans and pots; store food, clean utensils and storage areas; distribute food and supplies
4. Help unload and store supplies, and help move supplies around the kitchen. Learn "kitchen routine" within the first week and be able to follow it independently.
5. These are not the only duties to be performed. Some duties may be reassigned and other duties may be assigned as required. See **Program Support** job description as well.
6. Monitor inventories and work cooperatively with the Head Cook for purchasing.
7. Maintain communication with the Program Leader and the Head Cook.
8. Work with assistant cooks in setting a weekly work schedule, and communicating special needs for the week.

### Essential Functions

1. Must be able to lift/unload/move food and supplies, lift dishes to their storage location, use kitchen equipment safely, operate electrical and mechanical equipment, operate dishwasher, determine cleanliness of dishes, food contact surfaces, and general kitchen area. Assess the quality and condition of all food.
2. Sonlight food is made from scratch. Must have hand and arm strength to stir soups, sauces, and gravies, knead dough, stir to combine ingredients for salads, etc.
3. Must be able to tolerate long hours of standing.
4. Must be able to work well with others, and supervise Assistant Cooks.