



Head Cook

Seasonal - Camp House

Updated March 2023

Summary

The Camp House Head Cook serves as a key team member within our hospitality team in partnership with Camp House Director, assistant cooks, and other Camp House staff. The Head Cook will ensure delicious food is served, in proper quantities, on a set schedule to the summer campers and retreat guests throughout the summer and early fall.

Essential Duties and Responsibilities

1. Food Preparation
 - a. Cook and serve nutritious and appealing meals
 - b. Maintain quality food standards in taste, appearance, and nutrition, following the camp's food philosophy
 - c. Provide alternative options for guests with special diets
 - d. Ensure that guests with food allergies are served safely and properly as needed
 - e. Provide sufficient quantities of food
 - f. See that all foods are prepared, served, and stored using proper safety and temperature guidelines
2. Inventory, Ordering, and Meal Planning
 - a. Keep accurate account of onsite food availability
 - b. Ensure storage guidelines are followed and food is being properly turned over as storage dates apply
 - c. Order food and supplies, balancing the emphasis of quality and economic considerations within the guidelines of the budget
 - d. Lead menu planning process for all summer camp and retreat groups.
3. Train and coach summer kitchen staff
4. Other duties as assigned.

Qualifications and Requirements

1. Demonstrated skill, knowledge, and good judgment in the areas of large-quantity cooking, menu planning, food purchasing, food service, and sanitation
2. Ability to meet and relate well with guests and campers
3. Ability to attain ServSafe Food Manager Certificate (Paid for by GLLM)
4. Ability to work well with others and to be a flexible member of a team
5. Ability to take initiative and work well without close supervision
6. Ability to work flexible schedule, including occasional weekends
7. Ability to model radical hospitality

Working Relationships (Internal/External)

1. Camp House Director — Group schedules, daily schedules, allergy needs, dietary accommodations
2. GLLM Food Service Director — Guidance and advice around work schedule, menu planning, cleaning, meal preparation, inventory, and overall visioning
3. Maintenance Specialist - Equipment and appliance diagnosis and repair
4. Seasonal staff - various tasks

Supervises: Camp House Assistant Cooks

Hours: 30-40

Compensation: \$20-22 per hour

Supervisor: Director of Special Projects: Camp House

Classification: Non-Exempt