



Job Description

Position Title: Food Program Kitchen Assistant

Reports To: Food Program Manager Coordinator

Mission:

The American Youth Foundation inspires people to discover and develop their personal best, to seek balance in mental, physical, social and spiritual living and to make a positive difference in their communities and in the wider world.

Expectation of All Employees:

Shows commitment to the core values of best self, balanced living, safety, respect, responsibility and stewardship. Supports the organization's mission, vision and ethics by displaying the following behaviors: integrity, openness and honesty, listening and understanding, giving and receiving constructive feedback, seeking a balance between personal and professional lives, dependability and accountability.

General Responsibilities:

- Assist with food preparation, service, kitchen clean-up, and dish room to insure healthy, safe meals for the staff and campers.
- Serve as an active member of the Food Service Program, supporting colleagues and taking on responsibilities as directed by the Food Program Manager.
- Participate fully as active members of the Merrowvista Summer Camp Staff Team and Camp Community, examples include Flag Raising, Go-Getters, Night's Doings, Evening Reflection, Interest Group Instruction.

Essential Functions:

- Assist in preparation of meals
- Assist in providing specialty diets and allergies for staff/participants
- Assist in receiving orders
- Maintain cleanliness of all food storage areas
- Practice and oversee safe food handling procedures, according to local, state and Federal, ACA and AEE regulations
- Responsible for daily cleaning of food preparation areas and tools, including all prep surfaces, pots, pans, sweeping & mopping of floors.
- Participate in food program team meetings, engaging in solution based problem solving and positive communication.

Secondary Functions:

- Maintain high level of personal cleanliness
- Participate in all camp activities as the kitchen schedule allows (ex. Evening Programs, Flag Raising)
- Attend weekly Reference Group meetings

Qualifications:

Preferred Minimum Education, Experience and/or Licensure/Certification:

- High School diploma or equivalent.

Physical Demands:

- Must be able to lift up to 50 pounds

Work Environment:

- Work in kitchen environment

The above statements are intended to describe the general nature and level of work being performed by the individual(s) assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required for this position. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.