

ASSISTANT COOK LUTHER VILLAGE

GENERAL SCOPE AND PURPOSE:

The Assistant Cook works in coordination/cooperation with the Head Cook to provide food services for the camp.

LINE OF AUTHORITY:

The Assistant Cook is directly responsible to the Head Cook.

RESPONSIBILITIES AND DUTIES:

- Works with head cook to estimate needs and to order, receive, and store food and supplies.
- Assists head cook in preparation and serving of all meals.
- Assists head cook in organization and cleaning of kitchen, dining room, and food supply areas.
- Assumes the head cook's responsibilities on the cook's day-off.
- Supervises and participates in dishwashing and dining hall clean-up.
- Under the supervision of the head cook, helps with the preparation of snacks and desserts.
- Coordinates all sauces, condiments and extras for the meal; ensures tables are ready at meal time.
- Works on housekeeping duties as required.
- Assists the head cook in providing and maintaining high quality food services and maintaining a safe, healthy work place.

QUALIFICATIONS:

- Some knowledge and experience in cooking for large groups.
- An ability to take supervision and to supervise others as well.
- Good health and physically able to carry out duties.
- Ability to communicate with other staff and campers honestly, politely and cheerfully.
- Qualities of initiative, dependability, commitment and ability to see tasks to completion.