

CANOE ISLAND FRENCH CAMP

JOB DESCRIPTION: KITCHEN ASSISTANT

General responsibilities:

To assist the cook in all aspects of camp meals and kitchen and dining hall clean up.

Authority/Accountability:

Authority to carry out this activity within the framework of the camp's general policies and procedures as outlined in staff training and pre-camp materials; accountable to the Cook, Program Director, Caretaker and Camp Director.

Specific Duties:

1. Help unload groceries from dock to kitchen.
2. Operate mechanical dishwasher and wash dishes and pots and pans correctly.
3. Learn to prep food correctly to Canoe standards: salads, condiments, snacks, bake items, use of knives, storage of refrigerated items (dating, rotation), recipe preparation, daily prep list, sandwich prep, bbq prep, special day prep, storage, warehouse rotation
4. Learn proper clean up and sanitation: help with daily and weekly clean up duties, proper use of gloves, where items are stored, replacing of used items, use of mops, sponges, bleach, soaps; laundry for the kitchen, kitchen bathroom cleaning
5. To assist with special days/events, French cuisine class, banquets, etc.
6. To cook some meals when cook is absent.

Essential Functions:

1. Physical ability to perform the job as outlined
2. Physical ability to lift 50 pounds
3. Ability to communicate orally and in writing effectively with campers and fellow staff

Minimum Qualifications:

1. Be at least 18 years of age
2. Have a general knowledge of food handling and/or food service
3. Have or obtain WA State Food Handlers Permit (available at camp)
4. Have a good work ethic
5. Be able to accept supervision and guidance
6. Be able to work well under pressure
7. Have clean personal hygiene; hair tied back as necessary
8. Wear clean clothes; no shorts, no open-toed shoes; no jewelry or body piercings that might present a danger or health hazard
9. Use proper hand washing techniques
10. Have a working alarm clock; arrive to work on time