



**Job Title: Kitchen Assistant
Pioneer Ranch
Rocky Mountain House
(4 month position)**

Purpose: To assist the Head Cook in the quality preparation and presentation of meals at camp and maintaining a clean and tidy kitchen.

Reports To: Food Services Manager and Head Cook

Responsibilities:

- Taking directions from Food Services Manager / Head Cook, assists in the preparation of food to be served to guest groups
- Help prepare meals for 30-130 people
- Peel and cut fresh fruit and vegetables
- Prepare baked goods
- Serve food and snacks to guests
- Welcoming guests and campers and assisting in providing for their dietary requirements
- Clean, store, and handle pots, utensils, dishes and cutlery in accordance with the Health Department regulations and Kitchen standards
- Maintain the work area in a manner which is safe, tidy and clean
- Ensure that proper sanitation and cleanliness happens at all times
- Assist in basic food preparation
- Assist in the setting and cleaning of tables and the serving of meals
- Receive goods, as directed by full time kitchen staff
- Willingness to learn in a fast paced environment
- Shift work as required
- Maintain safe and clean facilities' environment by developing, enforcing and complying with procedures, rules and regulations

Responsibilities related to being part of the Camp Team

- Ask Supervisor or Team Leader about having visitors
- Attend team prayer times and Bible studies (Heb. 10:24-25)
- Return tools or equipment you use to the place you got it
- Ensure any equipment you use in personal time is ready for use during next scheduled activity
- Be prepared and on time for duties, group activities and meetings
- To be an active participant in leadership and skill development opportunities

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Kitchen Assistant Job Description, Pioneer Ranch, 4 month position 2019



Requirements

- Willingness to learn and grow in leadership skills and character development
- Good verbal communication skills
- Completion of food handler' (ie, Food Safe) course considered an asset
- Ability to be keen, enthusiastic and flexible in a fast moving environment
- Knowledge and understanding of children's programming, customer service and the importance of teamwork!
- Demonstrate a growing faith in Jesus.
- Current full-time student and returning if receiving Canada Summer Jobs grant
- Personal relationship with Jesus Christ and desire to grow as a follower
- Police clearance via Police Reference Check
- Signed Statement of Faith Agreement & Code of Conduct Policy

Job Specific Qualifications:

- Must be a minimum of 18 years of age
- Standard First Aid and CPR considered an asset
- Must provide own transportation

Length of Position: April 28 - August 28, 2019