



Position Description

Position Title: Kitchen Assistant

Reports To: Camp Director, with direction from the Food Service Manager

Status: Seasonal, Exempt

Salary: \$300-350 per week

Dates: June 3-August 2

About Our Program

Come join Girl Scouts Carolinas Peaks to Piedmont for your best summer yet! We are looking for enthusiastic, passionate and fun-loving staff members to help bring the camp magic to life for our girls.

We will run overnight camp at two of our camp properties: Keyauwee Program Center in Sophia, NC and Camp Ginger Cascades in Lenoir, NC. Staff will have the unique opportunity to work at both properties, spending the first 2.5 weeks at Keyauwee and then moving to Ginger Cascades for four weeks. In addition to overnight camp, there will be a special, one-week camp session at Camp Pisgah in Brevard, as well two weeks of day camp held at offsite locations in Greensboro and Iredell County. Camp team members hired for overnight camp will also assist with these additional camp opportunities.

So, are you ready to share your love of the outdoors with girls this summer? Are you ready to grow in your leadership skills and make connections with others who are dedicated to bringing girls outside? We hope so!

Position Summary

The Kitchen Assistant will report to the Camp Director and receive guidance and direction from the Food Service Manager. This position will assist the kitchen staff in planning and preparing all food and supplies for camp meals and snacks; preparing and delivering enjoyable, nutritious meals for campers and staff; and maintaining a clean and safe kitchen environment.

Major Responsibilities

- Assist in preparing foods for all meals and special events, as well as cleaning food service areas for use.
- Clean and sanitize all food preparation areas and dishes after meals.
- Assist in any area of the kitchen or dining hall, as requested by Food Service Manager.
- Help unload and store supplies.

- Assist in inventory procedures at the opening and close of camp; clean and prepare food service areas for use, close kitchen down for off-season.
- Other duties as assigned.

Additional Accountabilities

- Belief in the purpose and value of Girl Scouting.
- Ensures that diversity and pluralism are embraced and incorporated into the design and delivery of camp experiences.
- Ability to communicate with staff, campers, and parents with diplomacy and tact.
- Responds to all emergency and crisis situations quickly and calmly.

Requirements

- At least 16 years old.
- Experience in camp dining preferred.
- Current First Aid/CPR certification, or ability to obtain certification.
- Must successfully pass a criminal background check.
- Must have a current ServSafe certification or the ability to attain certification.
- Belief in the purpose and value of Girl Scouting; must be a registered member of Girl Scouts or become a member upon acceptance of position.

Physical Requirements

Any physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable qualified individuals with disabilities to perform the essential functions unless this would cause an undue hardship to the Council.

- Prolonged standing, bending, stooping, walking long distances, hiking, climbing, and stretching;
- Moderate lifting (up to 50 pounds);
- Walking on uneven terrain, up and down hills for distances up to ½ mile;
- Endurance to meet emergency needs;
- Ability to live in a camp setting and work irregular hours;
- Ability to tolerate daily exposure to the sun, heat, and animals such as bugs, snakes, bats, etc.
- Physical dexterity to operate kitchen utensils and equipment.

Disclaimer Statement

The above are intended to describe the general nature and level of work being performed by employee(s) assigned to this classification. They are not intended to be an extensive list of all responsibilities, duties, and skills required of personnel so classified. Other functions may be assigned and management retains the right to add or change the duties at any time. The employee is expected to adhere to all organization policies and to act as a role model in the adherence to the organization policies.

I have read and understand the job description. I attest that I am qualified and able to perform the duties of this position as described.

Employee's Signature _____ **Date** _____