



Food Service Assistant Position Description

Title: Food Service Assistant

Reports To: Food Services Provider and Camp Director

Status: Seasonal, Exempt

Salary: Starts at \$325/week, paid bi-weekly

Dates: May 29, 2026- August 2, 2026

About Our Program

Come join Girl Scouts Carolinas Peaks to Piedmont (GSCP2P) for a summer filled with adventure. We are looking for enthusiastic, passionate and fun-loving staff members to help bring the camp magic to life at our overnight resident camp, Keyauwee Program Center, in Sophia, NC.

The mission of Girl Scouts is to build girls of courage, confidence and character who make the world a better place. We believe spending time outdoors at summer camp is a great way to do that! If you are ready to grow your leadership skills and make connections with others who are dedicated to this mission, we hope you will join us!

Position Summary

The Food Service Assistant supports both dining hall operations and kitchen activities, ensuring campers and staff have safe, nutritious and enjoyable meals. Responsibilities include setting up and managing meal service, assisting with food preparation, maintaining cleanliness and safety and supporting the overall dining experience at camp.

This position reports to the Food Services Provider but also works with the Camp Director as a member of the GSCP2P staff team.

Major Responsibilities

- Set up the dining hall for each meal.
- Oversee flow of campers and staff during meals, including auxiliary stations (cereal, salad bars, etc.).
- Ensure dining areas are clean, safe and orderly during and after meals.
- Maintain dining room floors through regular mopping and spill cleanup.
- Assist with food preparation for daily meals and special events.
- Clean and sanitize food prep areas, dishes and kitchen equipment.
- Help with food storage, inventory and unloading supplies.
- Support closing procedures and off-season kitchen prep as needed.
- Collaborate with the Food Services team to ensure meals are nutritious, safe and enjoyable.

Additional Accountabilities

- Serve as a positive role model and mentor to campers and staff.
- Step in to support other camp areas or units as requested.
- Respond calmly and effectively to any emergencies in dining or kitchen areas.
- Actively support all efforts to increase cooperation, communication and collaboration between and among staff members, volunteers and campers.
- Understand and internalize the importance of seeking resolution to problems and concerns by bringing them to the direct attention of supervisor in a timely manner.
- Seek to improve the effectiveness and efficiency of all camp operations with positive and creative approaches to challenges.
- Demonstrate sound time-management skills by effectively and efficiently organizing, prioritizing and completing multiple assignments in a timely manner.
- Maintain strict confidentiality when handling sensitive information.
- Continually seek and accept opportunities for personal and professional growth.
- Ensure that diversity and pluralism are embraced and incorporated into the design and delivery of camp experiences; actively support and promote the camp's commitment to diversity and inclusion.
- Respond to all emergency and crisis situations quickly and calmly.

Requirements

- Staff member must be at least 18 years old.
- Experience in camp dining or food service preferred.
- Current First Aid/CPR certification or ability to obtain.
- Current ServSafe certification or ability to obtain.
- Must pass a criminal background check.
- Strong organizational and communication skills.
- Ability to work efficiently in a busy environment with large groups.
- Prepared to live on-site during employment in rustic cabin accommodations (often with no electricity, internet or air conditioning).
- 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.
- Strong commitment to diversity, equity and inclusion.
- Ability to communicate with staff, campers and parents with diplomacy and tact.

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 1/2 mile multiple times each day;
- Tolerance for working at heights exceeding 15 feet;

- 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.

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.