

Assistant Cook Job Description

Job: The Assistant Cook is a seasonal position. Running a safe, healthy and efficient kitchen is a vital part of our summer season. The Kitchen staff is responsible for feeding up to 200 children and staff up to 3 times a day. Planning for, preparing, serving and cleaning up meals for our summer campers and staff requires staff that is committed to being on time everyday, having enthusiasm for the job and enjoys working with children. Note - Admin has the right to change and alter this job description at their discretion.

Job Responsibilities:

- All tasks related to meal prep
- All tasks related to keeping a clean kitchen
- Prioritize food safety and allergen safety
- Dishes
- Must be able to adhere to safety and health protocols
- Assist with dining area as needed
- Take trash out after every meal or as needed
- Keep kitchen area clean and organized
- Sweep after every meal service
- Mop daily
- Responsible use of chemicals such as sanitizers and cleaners
- Respond appropriately to emergency situations, alerting appropriate staff, and assisting with campers
- Other duties as assigned by Kitchen Manager or Admin
- Must be able to delegate duties in the absence of the Kitchen Manager

Job Requirements:

- Must be 18 years of age or older
- Must have a valid and up to date ServeSafe Certificate for Massachusetts
- Must be able to pass a CORI/SORI/NSOR
- Must be CPR/First Aid certified (Camp can provide training if not currently certified)
- Physical requirements: ability to stand for prolonged periods of time, bend, stoop, crouch, and lift up to 50 lbs
- Must be comfortable interacting with children daily
- Must be comfortable working in a fast paced kitchen
- Must be punctual

- Must be detail oriented
- Must be able to work independently or with a team
- Must be able to maintain a good attendance record
- Must be able to meet personal health and hygiene standards
- Experience in food service and food prep and serving of at least one year
- Must be able to maintain a clean and orderly kitchen and food service area at all times including taking trash out, cleaning counters/machines/floors, doing dishes and any/all other related duties on a daily basis as required from Kitchen Supervisor, Night Cook or Admin Team.