

Position Title: Kitchen Assistant

Seasonal, Full-time, June 16 – August 11, No programs: July 3-5, Typically Saturday and Sunday off.

Location: Camp Bovey – Residential Summer Camp in Solon Springs, WI

Reports to: Cook

Position Summary:

Under the direction of the Cook, assist in the overall operations of the dining hall. This position is ideal for someone who is interested developing the skills and training necessary to work in hospitality, food service or the camp industry. Training includes USDA commercial kitchen safety, service, and monitoring, as well as education related to youth development, conflict resolution, teambuilding, and nature-based learning. The kitchen assistant plays a critical role in overseeing the health and well-being of our camp community and supporting the objectives of our camp.

Purpose and Core Values:

The purpose of Camp Bovey is to provide fun and encouraging outdoor experiences that ignite curiosity, create connections, and grow confidence. Our core values are Caring, Sharing, Curiosity, and Connection.

Essential Duties:

1. Assist in the daily operations of the camp food service.
 - Assist in the preparation of food as the menu indicates including washing and peeling.
 - Set up food, supplies, and utensils for dining hall distribution.
 - Store food and leftovers at proper temperature; maintain temperature log records
 - Maintain all meal service records for campers and staff
2. Assist in routine sanitation of the kitchen, dining area, and related equipment.
 - Wash all dishes, serving and preparation equipment, and utensils according to regulated washing methods and temperatures.
 - Reduce waste, reuse items, and recycle as indicated through the camp's procedures.
3. Assist in the preparation and packaging of food for use outside the camp dining hall.
 - Work with cooks and other staff in reviewing takeout requests to ensure adequate and accurate amounts and variety.
 - Prepare and store takeout food according to camp and health code procedures.
 - Advise staff on equipment or preparation materials needed for identified menu choices.
4. Be a positive presence at camp.
 - Apply basic youth development principles in working with campers through communication, relationship development, respect for diversity, involvement and empowerment of youth.
 - Assure campers are properly hydrated at all times.
 - Be aware of and implement safety guidelines.

Other Job Duties:

- Participate enthusiastically in all camp activities, including planning and leading those as assigned.
- Assist counselors with evening cabin duties such as monitoring the bathhouse, assisting with cabin reflection, or monitoring a cabin while a counselor takes an evening break.

Benefits:

- Ability to use as a college internship for hospitality management
- Weekly stipend of \$210, plus free room and board
- Weekly transportation to and from Minneapolis

Relationships:

The Kitchen Assistant will work closely with the Cook and the camp leadership team. The Kitchen Assistant may be expected to live in a cabin with fellow staff and campers. The Kitchen Assistant is expected to create and maintain professional communication with the camp business administrator, other East Side Neighborhood Services staff, and caregivers of campers at drop-off and pick-up.

Minimum Qualifications and Experience:

- Preferred experience working in camp settings
- Preferred experience working with kids through babysitting, camp counselor positions, or others
- Preferred experience working in kitchens, dining, or restaurant settings
- Preferred WI ServeSafe or Food Handler's license
- Current certification in first aid and CPR or willingness to obtain (paid for by Camp Bovey)
- Age 16+ as of June 16, 2019

Knowledge Skills and Abilities:

- Desire to work in the food service area.
- Training and experience in teaching children.
- Desire and ability to work with children outdoors in varied conditions.
- Knowledge of food preparation and serving, storage of food and dishwashing procedures is preferred.
- Ability to communicate and work with groups participating (ages 7 and up with varying skills) and provide necessary instruction to campers and staff.

Physical Aspects of the Position

- Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.
- Willing to live in a camp setting and work irregular hours

Resume and cover letter should be submitted along with the application using the above link. If you are unable to attach your either of those documents within the application, you may send them to East Side Neighborhood Services, 1700 Second Street NE, Minneapolis, MN 55413 or by email to campboveyHR@gmail.com ; or visit our website at www.esns.org

AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER

East Side Neighborhood Services is an Affirmative Action and Equal Opportunity Employer/Service Provider. All employees must be able to work across ethnic/racial/economic lines for effective communication, respecting and valuing the differences and strengths of each person.