

Ryerson United Church Camp Job Description – Head Cook

Requirements:

1. Must be familiar and in agreement with the Mission and Purpose of Ryerson Camp.
2. Must be available for the tenure of the position (this includes necessary pre-camp training, all summer sessions, and end of summer clean-up and debrief days).
3. Must provide a Police Record Check in order to be cleared for working with vulnerable persons.
4. Minimum age 20
5. Must know Canada Health Standards.
6. Must be knowledgeable of the Food Services section of the Ontario Camping Association Manual.
7. Must have knowledge of, and/or interest in, basic nutritional principles.
8. Large group cooking experience an asset.

Responsibilities:

1. To be accountable to the camp Directors, and through them to the Board of Directors.
2. To work cooperatively with the camp Health Care Coordinator to ensure that Health standards in the kitchen are maintained.
3. To keep a record of invoice food purchases and menus of all meals served on or off site.
4. To work within the established budget when ordering food for the season, as set out by the Board of Directors.
5. To inform the Board of Directors of any budgetary concerns well in advance of a funding shortage.
6. To ensure that the kitchen is thoroughly cleaned at the end of each day.
7. To ensure that meals are nutritious, ample and on schedule.
8. To plan a daily work schedule for self and kitchen staff around the preparation of food, serving of food, storage of food and cleaning of kitchen, on a daily basis.
9. To anticipate purchase needs well in advance in order to minimize trips to town and promote efficiency.
10. To consult with the Health Care Coordinator about the special food requirements of staff and campers, and to make provision for these requirements.
11. To submit a summary report on the kitchen – including a final inventory of supplies and equipment – to the Directors, at the end of the season.

12. To take part in other aspects of the program, as required or appropriate.
13. To maintain personal conduct that is consistent with Christian Camping.
14. To work alongside the other kitchen staff in accomplishing the above.
15. To invest yourself in the body of Christ as formed by the staff of people at Ryerson Camp while you are there.