



Cook

Mount Asbury, Newville, Pennsylvania

The Camp and Retreat Ministry cultivates authentic connection in Christ, community, and creation.

PRIMARY PURPOSE

The Cook position ensures the safe preparation and service of the food program for guests, volunteers and staff, as well as maintaining a clean and organized kitchen and dining space.

ACCOUNTABILITY

The Cook is accountable to the Center Director.

LOCATION:

Positions available at:
Mount Asbury, Newville, Pennsylvania

HOURS

This is a part-time year-round position
Weekly hours will vary, up to 34 hours a week.
Typical kitchen shifts are from 6:00 am – 6:30 pm Saturdays, 6:00am-2:00pm Sundays, varies on group needs.

COMPENSATION

\$11-13.50 per hour based on experience.

RESPONSIBILITIES AS A COOK

- Arrives at kitchen on time to begin shift.
- Maintains a clean personal appearance, always washes before handling food or utensils.
- Assists with creation of menu and food purchases
- Prepares & cooks food and salad bar preparation before and during meals.
- Sets up serving counters, beverage stations, and dining area for every meal.
- Cooking and serving meals at the required temperatures for food safety.
- Refrigerates and labels all food as soon as possible after meals.
- Washes and sanitizes all utensils, tableware, serving dishes, pots, pans, etc.
- Cleans and sanitizes all kitchen and dining areas according to Pennsylvania Department of Agriculture standards.
- Maintaining an accurate inventory of food and supplies and keeps food storage areas organized.
- Performs routine temperature monitoring of refrigerators, freezers, and dishwashers.

The above responsibilities are intended to give an overview of the general responsibilities of members of the Cook.
Further responsibilities and duties may be assigned by the Center Director at any time.

QUALIFICATIONS

Willingness to work in and contribute to a Christian Community.

Agrees to uphold the mission, vision, and core values of the SUSCRM Camp and Retreat Ministry.

Must have some basic knowledge of safe cooking, food service, food preparation or the ability and willingness to learn.

Must be at least 18 years of age.

Ability to maintain a courteous and helpful attitude with guests, volunteer staff, and other staff.

Must be able to stand for long periods of time.

Must be able to lift 20 pounds.

Must maintain the following clearances per Pennsylvania state law: PA State Police Criminal History, PA Childline Certification and FBI Criminal History

Must complete the MinistrySafe Safe Sanctuary Training prior to giving direct supervision to any campers or volunteers

Able to become Serve Safe within 6 months of hire