

**Camp Mimanagish Assistant Cook
Job Description 2022**



Position Type: Seasonal, Nonexempt; Reports to Camp Manager(s)

Timeframe: Start between May 27 and June 22; end between August 23 and Sept 5, *flexible*.

Work Hours: 40 hours over a typical 5-day work week. Room and board provided, in residence at Camp Mimanagish, 40 miles south of Big Timber, Montana. www.mimanagish.org

Compensation: Room and Board plus cash wages based on experience.

Job Description: The Assistant Cook is supervised by the Head Cook, who is the culinary leader of the kitchen, in charge of establishing menus, purchasing, and preparing food. The Assistant Cook supports the Head Cook in achieving these tasks. Both Cooks are integral to maintaining safety and cleanliness in the kitchen and dining hall, and other areas as assigned. Groups vary in size from 12 - 90 adults, youth, and children, with 3 meals a day for 5-7 days per week. The Cooks must meet the nutritional needs of persons with special diets and allergies.

Essential Duties and Responsibilities:

- Prepare and serve tasty, healthy, adequately portioned meals on time with minimal waste.
- Respond to special dietary needs of guests
- Treat staff, volunteers, and guests with utmost respect and kindness
- Know and follow all county Health Department regulations
- Maintain kitchen equipment, food inventory, paper goods, and cleaning supplies, in communication with Head Cook and Camp Manager
- Assist in ordering, shopping, and delivery of food orders as assigned
- Closely monitor food waste-management
- Use creativity and available resources to help make improvements and maintain a standard of excellence in the Camp's food service operation
- Maintain above-average standards for safety and cleanliness in the kitchen and dining hall
- Delegate responsibilities to volunteers in a friendly, fair, and consistent manner
- Assure that staff and volunteers wash and sanitize all dishes, pots, and pans
- Administer First Aid as needed
- Assist with laundry and other cleaning as needed
- Other duties as assigned by Head Cook or Camp Manager

Requirements:

Food Handler Certification
Current Driver's License
Basic First Aid training desirable

Background Check and Boundary Training are provided.

Physical Aspects of the Job:

Ability to lift and carry 50 pounds including unloading food, supplies, and equipment as needed.

Visual and auditory ability to identify and respond to environmental and other hazards of the site and facilities and camper and staff behavior.

Physical ability to operate kitchen equipment according to safe, recommended methods.

Physical mobility and endurance to perform tasks while standing/walking for long periods of time

Ability to provide basic first aid and to assist campers and staff in an emergency.

Determine cleanliness of dishes, food surfaces, and kitchen area.

Ability to assess the condition of food.

Equal Opportunity: Singing Waters Montana, dba Camp Mimanagish, is an equal opportunity employer committed to principles of the broadest form of diversity. We therefore value, champion, and embrace diversity in all aspects of Mimanagish activities and respect others without regard to race, color, creed, age, sex (including pregnancy, childbirth, or related medical condition), national origin, religion, marital status, veteran or military status, disability, sexual orientation or identity, personal appearance, family responsibility, or political affiliation. We support affirmative action to the extent permitted by law and equal opportunity programs. We will not engage in any form of discrimination or harassment by staff or participants.

Natural occurrence Clause:

If, at any time, the main Boulder Valley is closed and/or evacuated because of some natural occurrence (e.g., fire or flood) that is beyond the control of the Singing Waters Montana, all employment contracts may be suspended at that time and employees will not be paid during that period. This clause is managed by the Board of Directors of Singing Waters Montana.

Contact: Cathy Barker cbarker@mimanagish.org or 406-422-3346