

CAMP-of-the-WOODS

EMPLOYMENT OPPORTUNITY - IMMEDIATE OPENING

Food Service Director/Executive Chef

Employment Classification: Full Time Salary

Department: Food Service

Reports To: Senior Director

About the Opportunity:

- Located in the Village of Speculator, New York in the southern Adirondack Mountains, CAMP-of-the-WOODS (COTW) is a year-round Christian Family Resort and Conference Center that began in 1900.
- Each year we host over 15,000 guests in our Summer Season and Conference Season.
- In the last 14 years over \$20 million has been reinvested in the buildings on our property of nearly 100-acres.
- With a rich tradition of service and excellence, we strive to fulfill our mission: to present the Biblical truths of Jesus Christ, develop Christian leaders, strengthen the faith of individuals and families, and promote global evangelism.
- Quality of life opportunity:
 - Five-day work schedule
 - Meals served at standard times of 8:00am, 12:00pm and 5:30pm. This allows being home most evenings by 7:00pm.
 - The Summer Season of 10-12 weeks requires an earnest work effort while the Conference Season affords a more moderate schedule.

Responsibilities:

- Provide the overall year-round management, supervision and quality control of the Food Service operations here at CAMP-of-the-WOODS.
- Direct and manage Full-Time Food Service employees (3-6 employees).
- During the Conference Season (Fall, Winter, and Spring) you will share responsibility with other Full-Time Food Service staff for planning and preparing meals. These meals are for weekend guests (meals during their stay), the 30 COTW Discipleship Program (LIFT) students (3 meals per day during the semester), and the 40-50 Full-Time Staff and volunteers (Monday through Friday lunch).

- Responsible for summer menu planning, training and managing the 6-10 college age summer staff and overseeing food preparation for the entire Summer Season, serving up to 300 guests per meal in a high-end buffet facility with a weekly cycle menu (The Purdy Center Dining Room).
- Oversee the Chef and approximately 10-12 college age summer staff that operate a second buffet facility with a weekly cycle menu (The Hill Dining Hall) which serves up to 600 guests and 300 staff per meal during the Summer Season.
- Responsible to plan menus with proper recipe costing, keeping these costs in line with the overall budget targets.
- Provide the Personnel department with required information to assure that Food Service is appropriately staffed for both Summer Season and Conference Season.

Desired skills and experience:

- Food service management experience required, degree background in field preferred.
- Ability to work well with others as well as self-manage and prioritize tasks.
- Ability to manage overall Food Service budget. Food Cost and Food Supplies total approximately \$800,000 annually.
- Ability to maintain a food stock inventory and plan/order for minimal waste of food stock.
- Advanced understanding of food preparation, safety, dealing with food allergies, service, and vision of ways to innovate food service experience for guests.
- Ability to maintain deadlines.
- Ability to train and develop interns from Culinary Institute of America and other Culinary programs.

Prerequisites:

- Christ-follower who is committed to personal growth.
- Sign agreement with the Essential Doctrines of the Christian Faith as stated in the COTW Staff Guidelines.
- Demonstrated servant leadership and be a team player while working with other COTW staff.
- Person that is energetic, persevering, industrious and creative.

Salary Package & Benefits:

- Total Package value – approximately \$85,000 - \$110,000
- Salary range of \$55,000 - \$80,000 (BOE)
- Camp Provided Housing (including all utilities) – a variety of one, two and three-bedroom apartments are available

- Camp provided meals for employee and family – 3 meals per day in Summer Season, Monday through Friday lunch in Conference Season
- Health Insurance – 75% of premium paid by COTW
- Health Savings Account contribution – paid by COTW
- Short-Term and Long-Term Disability plan – premium paid by COTW
- \$10,000 Life Insurance policy – premium paid by COTW
- 403(b) Retirement plan – you can contribute immediately, COTW match begins after one year of employment
- Time Off policy:
 - Eight paid holidays per year
 - Ten days of vacation per year for years 1-5 of employment, then additional days for years of service
 - Six sick days per year
 - Two personal days – after one year of employment
 - Time off for NYS Paid Family Leave, bereavement, and jury day

If interested, please send a cover letter and resume to the contact information listed below:

Email:

scottb@cotw.org

Mail:

CAMP-of-the-WOODS
Attn: Scott Burtis, Senior Director
PO Box 250
Speculator, NY 12164