

## **Food Service Director Somerset Beach Campground**

### **General Responsibilities**

The planning, preparation, staffing, and supervision of all activities related to food service for youth, families, and retreat groups.

### **Minimum Qualifications**

- Have a sincere, vibrant relationship with Jesus Christ and a desire to have others come to know and grow in their relationship with Him
- Live in harmony with the policies set forth in the Employee Handbook
- Work experience in a camp or institutional food service
- Ability to work positively with other team members and guests
- Excellent written and verbal communication skills
- Must be flexible, self-motivated, and have an upbeat personality
- Proficient computer skills for ordering and keeping records
- The ability to average of 29 hours of work per week, including some weekends and evenings
- Current certification in the “ServSafe” program or an equivalent as outlined by the American National Standards Institute - Conference for Food Protection or the ability to obtain the certificate within 6 months

### **Responsible to:**

- Director of Operations

### **Specific Responsibilities**

- Positively supervise and coordinate activities of all staff related to food service.
- Plan for the utilization of leftovers in coordination with established menus.
- Hire and train staff.
- Maintain time card records.
- -Supervise food storage areas.
- Supervise preparation of food.
- Take shifts in the actual preparation of food.
- Approve orders and help receive and store food and other supplies.
- Be able to actually perform all tasks related to food service.
- Maintain safe temperatures for all food served and stored.
- Assist in other duties as assigned.

### **Essential functions**

- The ability to provide for the varied dietary needs of children and adult guests.
- Must be physically able to stand for long periods at a time.
- Must be physically able to lift heavy stock and cooking equipment.
- Must maintain confidential information in a professional manner.
- Maintain regular communication with the Director of Operations