

Job Descriptions

COOK'S ASSISTANT

Immediate Supervisor: Head Cook
Officer Supervisor: Associate Camp Director



1. Arrive as scheduled by the Lead Cook on duty.
2. Assist in food preparation and service of food during meals, providing cooking supplies and replenishing service line.
3. Assist with night snacks.
4. Supervise and assist with food and supply deliveries, rotating stock and keeping freezer and refrigerator organized and clean.
5. Assist with putting food away and storing according to health regulations.
6. Assist cooks in clean up after meal preparation and service.
7. Sweep and mop kitchen floor and hallway nightly.
8. Assist with the cleaning of all areas in the kitchen.
9. Assist with food inventory as needed.
10. Keep the daily log on refrigerator/freezer temperatures.
11. Wear closed toe shoes. Shirts must have sleeves.
12. Keep personal living quarters neat, clean and ready for inspection.
13. Be available to participate and assist with camp programs and activities as directed by your immediate supervisor and the Camp Director.

