

Job Description – Camp Cook

Position Concept:

Responsible for providing meals for campers and staff during summer camp program, preparing meals for special diets, assisting with ordering food and cleaning/ organizing kitchen and appliances. Reports to the Food Service Director.

Qualifications:

At least 18 years old.

Must be a registered member of the Boy Scouts of America or willing to be registered.

Must hold or be willing to obtain a safe food handling certification.

Pre-camp Preparations

- Attend Directors week and staff weeks.
- Assist in menu planning

Duties During Camp

During the camp season, your duties may include any or all of the following:

- Prepares and serves all meals at camp on time and in good form.
- Supervises kitchen staff.
- Reports to the Food Service Director.
- Works closely with the Food Service Director to ensure adequate supplies of food to meet the needs of camp.
- Follows the menu plan approved by the Food Service Director
- Has alternate supplies on hand for campers with food allergies and other food restrictions, and ensure that they are adequately fed.
- Trains and works closely with the Steward and other Kitchen staff members.
- Evaluates personal aptitude and effectiveness of staff members periodically during the season.
- Ensures that the kitchen area meets or exceeds all Health Dept. and BSA National Standards for health, safety, food preparation, and storage.
- Keeps kitchen area clean at all times.
- Manages a system for garbage control and recycling.
- Carries out any other duties as may be assigned by the Food Service Director.

Closing Camp

These are your duties in closing the camp for the season:

- Assist with distribution of all end of year left overs.
- Assist with Inventory of all supplies and equipment.
- Move equipment to storage.

I have read, understand and agree with the duties and responsibilities above

Printed Name

Signature

Date

