



## Camp Fire Heart of Iowa Job Description

**POSITION:** Cook | Camp Hantesa  
**CLASSIFICATION:** Seasonal (Part-time)  
**REPORTS TO:** Food Service Manager  
**SUMMER SEASON:** May-August

**JOB SUMMARY:** Assists Food Service Manager in providing nutritious, well-prepared meals, which are served to all campers, staff, guests.

### QUALIFICATIONS:

1. Must be 18 years of age or older.
2. Must be able to pass a criminal background check.
3. Valid driver's license and clean driving record.
4. Experience in institutional or large food service setting.
5. Knowledge of and experience in food service: food preparation, serving, storage, and kitchen procedures.
6. Knowledge of and experience in preparation of special dietary foods.
7. Must have current ServSafe certification.
8. Experience working with youth of diverse backgrounds and abilities preferred.
9. Strong leadership, communication, and decision-making skills.
10. Ability to work with children and teens in an enthusiastic and positive manner.
11. Ability to establish and maintain positive working relationships.
12. Good character, integrity, patience, and adaptability.
13. Have, or have the ability to complete during staff training, First Aid/CPR certifications.

**PHYSICAL REQUIREMENTS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential job functions.

1. Use of hands, fingers, arms, feet and legs to perform daily duties.
2. Ability to speak and hear.
3. Significant sitting, standing, walking, and physical activity.
4. Significant amount of time spent outdoors.
5. Ability to lift and carry fifty (50) pounds.
6. Ability to constantly interact with the public in a professional manner.
7. Ability to perform professionally in stressful situations.
8. Ability to follow proper wearing, cleaning and/or replacement procedures of Personal Protective equipment (masks, gloves, etc.) all day in all climates.
9. Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
10. Physical ability to respond appropriately to situations requiring first aid/CPR. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury).
11. Eye-hand coordination and manual dexterity to manipulate kitchen equipment.
12. Determine cleanliness of dishes, food surfaces, and kitchen area.
13. Ability to assess condition of food.

## ESSENTIAL FUNCTIONS:

1. Assist in the daily operations of the camp's food service.
  - Prepare and cook food as the menu indicates utilizing frying, boiling, broiling, steaming, roasting of meat, poultry, seafood, fish, vegetables, salads, soups, and gravies.
  - Prepare foods including washing and peeling.
  - Bake breads, pastries, muffins, etc.
  - Set up food, supplies, and utensils for dining hall distribution.
  - Store food and leftovers at proper temperature.
2. Assist in routine sanitation of the kitchen and related equipment.
  - Clean and maintain all food-preparation and storage areas.
  - Supervise the cleaning of prep, serving, and dining hall dishes.
  - Reduce waste, reuse items, and recycle as indicated through the camp's procedures.
3. Work as a member of a food service team.
  - Coordinate schedule and job tasks with Food Service Manager and Kitchen Assistants.
  - Assist with supervising or directing the work of the kitchen assistants.
4. Be a positive role model for youth in language, dress, behavior, and attitude.
5. Communicate any staff or camper concerns to the Administrative Team.
6. Manage personal time off in accordance with camp policy.
7. Perform other duties as assigned by the Administrative Team.

**PAY:** \$500-\$750/week depending on qualifications, prorated as needed for requested time off. Room and board included, if desired.

## APPLICATION PROCESS:

Submit resume to [hantesa@campfireiowa.org](mailto:hantesa@campfireiowa.org) with 'Cook Application' in the subject line or apply online at [www.campfireiowa.org](http://www.campfireiowa.org).

**OUR COMMITMENT:** Camp Fire believes in the dignity and the intrinsic worth of every human being. We welcome, affirm, and support young people and adults of all abilities and disabilities, experiences, races, ethnicities, socio-economic backgrounds, sexual orientations, gender identities and expressions, religion and non-religion, and any other category people use to define themselves or others. We strive to create safe and inclusive environments that celebrate diversity and foster positive relationships.