

# **Nebraska Lutheran Outdoor Ministries**

## **Job Description**

**Position Title:** Cook

Date: October 2023

**Reports To:** Chef & Manager of Food Services

### **Summary of Responsibilities**

The Cook supports the Food Services operations at Carol Joy Holling Center by assisting in the preparation of menu items, providing appealing presentation of food displays, helping with setup and breakdown of food stations, and maintaining sanitary standards.

### **General Responsibilities & Expectations:**

- Provide year-round food services at and out of Carol Joy Holling Center.
- Preparing ingredients to use in cooking (chopping and peeling vegetables, cutting meat etc.)
- Treat all guests—from summer campers to the most distinguished retreat guest groups—with a “We care about you” mentality, making food something people rave about in describing their experience at the Carol Joy Holling Center.
- Bring joy and fun to the kitchen, and work in a way that is both productive and enjoyable.
- Employ sanitary practices which are observable.
- Maintain the kitchen, storage, and loading dock areas in a way that keeps them looking “brand new.”

### **Specific Responsibilities:**

#### Meal Preparation & Presentation

- Follow systems which assure food safety, timely preparation, adequate quantities, and attractive presentation of all meals—maintaining specific attention to appearance of table, buffet, and ambience of the dining spaces.
- Maintain buffet and tables during serving hours.
- Ensure proper storage and labeling of all leftovers.
- An excellent cook must be deft in moving around the kitchen and apt in multi-tasking.
- Experience in using various ingredients and cooking techniques is helpful.

**Professional Expectations and Requirements**

1. Adhere to the standards and Code of Ethics of the American Camp Association
2. Maintain up-to-date knowledge of and comply with all rules and regulations of the Nebraska Department of Health
3. Maintain the confidentiality of sensitive matters and materials
4. Thorough understanding of NLOM's policies and practices
5. Maintain a current SERV Safe certification
6. Subscribe to the Communications Covenant for NLOM staff.

**General Work Schedule**

1. The specific schedule will be created and posted by the Chef
2. Over the year, this position will average 36 to 40 hours weekly, spread over seven days.