



**POSITION DESCRIPTION:** Full-Time Seasonal

**TITLE:** Kitchen Assistant (Exempt Position)

**POSITION PURPOSE:**

- To assist the Kitchen Coordinator in the execution of meals and maintenance of the kitchen for retreat groups, and summer campers consistent with the Mission Statement and Core Values of Glacier Camp.

**ACCOUNTABILITY:**

- The Kitchen Assistant reports to Kitchen Coordinator or equivalent. The Kitchen Assistant shall perform his/her work within the policies, procedures, goals, objectives by-laws, and manual of operations adopted by Glacier Camp.

**RESPONSIBILITIES:**

- Attend Pre-camp Staff Training or its equivalent.
- Assist in meal preparation of all types.
- Maintain kitchen cleanliness and organization.
- Meal set up and tear down.
- Cleaning and Dishwashing.
- Kitchen projects.
- Maintenance.
- Cleaning of Spruce Lodge.
- Provide all job duties within Glacier Camp policy.
- Fulfill all aspect to the Kitchen Assistant's job description.
- Other duties as needed and assigned.

**QUALIFICATIONS:**

- Preferred 18 years of age or a high school graduate with diploma or GED
  - Preferred: One year of college or other training after high school.
- A personal commitment to Christ.
- Must work well with others, of all ages
- Must be able to obtain or become certified in first aid and CPR

**EVALUATION:** Evaluation of work shall be reviewed at least once during the summer camping season by the Kitchen Coordinator. The Employee will complete and return summer evaluation forms to the Kitchen Coordinator prior to the release of the final paycheck for the season.

**TERMS OF CALL:**

Terms include monetary compensation and room & board for the season. Glacier Camp is an equal opportunity employer. Glacier Camp is an at-will employer. The employer or the employee may give notice of intent to terminate in accordance with the Glacier Camp manual of operations.

**MISSION: LOVE GOD, MODEL CHRIST, SERVE OTHERS****CORE VALUES:**

**FOUNDATIONAL VALUES: (Foundational Values are the core of our mission and vision - these values are unchanging for the ministry.)**

- Christ Centered
- Biblically Based
- Missional
- Rooted in Hospitality
- Faithful
- Visionary
- For ALL God's people

**MINISTRY VALUES: (Ministry Values describe how we feel called to minister to our guests. These values answer the question, "What are the values that drive our ministry?" This is based on our foundational values.)**

- Highly Relational
- Growth Oriented
- Quality Oriented
- Strong Leadership
- Creative