



<b>JOB TITLE</b>	<b>Kitchen Staff</b>		
REPORTS TO (title)	Overnight Operations Director		
DEPARTMENT NAME	Eagle Lake Camps		
DATE CREATED/UPDATED	11/17/2022	PAY GRADE	\$500 Bi-weekly + room/board

## PRIMARY PURPOSE

The Kitchen Staff shall serve the Eagle Lake Camps and fulfill the responsibilities listed below in the spirit of The Navigators' calling, values, and purpose: To advance the Gospel of Jesus and His Kingdom into the nations through spiritual generations of laborers living and discipling among the lost.

This position will be responsible for providing Christ-centered leadership and guidance for high school campers, upholding camp policies, and helping handle foundational aspects of the camp kitchen. This includes kitchen cleaning and maintenance, meal planning and preparation for approximately 500 people.

## ESSENTIAL DUTIES AND RESPONSIBILITIES

- **60% Meal Preparation**
  - Engage and lead high school aged campers in preparing, cooking and cleaning up camp meals for up to 500 people per meal.
  - You are responsible for ensuring the preparation of any special diets.
  - You are responsible for ensuring all food preparation is done in accordance with all ServSafe and health department regulations.
  - Ensure that all snacks and supplemental foods are in stock and readily available for campers and staff.
- **30% Ordering, Inventory and Meal Planning**
  - You are responsible for managing the inventory of the entire kitchen, knowing how much stock you have at all times and where it all is.
  - This involves management of the orders through shamrock and leading the storage process.
  - Planning and execution of non camp week meals (Friday night, Saturday crew meal & Sunday brunch)
- **10% Training and development**
  - You will be responsible for training the college aged crew staff that work under you on a daily basis. Ensuring that they are compliant with all ServSafe requirements.
  - You will be responsible for the training of the high school aged crew campers that will work with you on a daily basis.
- **Teamwork** – Responsible to assist in the advancement of all Eagle Lake Camps' programs as needed

## MINIMUM QUALIFICATIONS AND EXPERIENCE

- Belief in and adherence to the Statement of Faith and Mission of The Navigators.
- Commitment to Eagle Lake Purpose, Core Values, and Brand Promise
- Willingness to abide by Eagle Lake Relational Covenant.
- You are 18 years old or older (or will be by May of 2023).
- You can pass a background check.
- You can legally work in the United States.
- You're CPR/First Aid certified or you're willing to get certified before the summer.
- You are **ServSafe Manager Certified or willing to become certified before the summer.**
- **Teachable** – capable of being taught; apt and willing to learn and grow
- **Team-ability** – a team player who understands nothing worth accomplishing can be done alone
- **Adaptable** – able to adjust behavior and actions according to what the situation requires. Innovate based on new or unexpected conditions and modify plans or expectations.
- **Driven** – a desire to grow and push oneself to be better; willingness to take risks; frequently seek out fresh achievements
- **Resilient** – able to bounce back from stress quickly and not become easily discouraged. An understanding that failure is part of the process and furthermore a basis for learning and growth.
- **Humble** – a willing learner with self-awareness, proactively seeking others' input and feedback.
- **Emotional Strength** – positive attitude, high empathy, and emotional control in stressful situations

**Start Date - May 19th, 2023**

**End Date - August 12th, 2023**

Apply here if you're interested: <https://www.eaglelakestaff.com/>

Contact me if you have any questions:

- Email: [Kyle.bourgault@navigators.org](mailto:Kyle.bourgault@navigators.org)
- Call or Text: (303) 917-5261 – Cell Phone