

Nebraska Lutheran Outdoor Ministries

Job Description

Position Title: Cook Date: July 2024

Reports To: Chef & Manager of Food Services

Position type: Nonexempt/Full-time

Summary of Responsibilities

The Cook supports the Food Services operations at Carol Joy Holling Center by assisting in the preparation of ingredients, cooking and preparing 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.)
- Use various utensils to cook food, and monitor food while cooking, stirring or turning as needed.
- Employ sanitary practices which are observable.
- Maintain the kitchen, storage, and loading dock areas in a way that keeps them looking “brand new.”
- 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.

Specific Responsibilities:

- 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.
- 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. Experience as a cook and knowledge of various cooking procedures
4. Ability to maintain positivity and work well within a team environment
5. Maintain the confidentiality of sensitive matters and materials
6. Thorough understanding of NLOM's policies and practices
7. Maintain a current SERV Safe certification
8. 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 and scheduled to meet guest group needs and numbers with schedules that may begin as early as 6am and go as late as 8pm.