

## **Camp McDougall Inc. -- Job Description – Assistant Cook**

**1) Responsible to:** Cook, then to the Camp Director

**2) Qualifications:**

- Experience cooking for a large group of people
- Current Vulnerable Persons Record Check – to be submitted one (1) week prior to commencement of employment
- Safe Food Handling Certificate
- Standard First Aid and Basic Rescuer CPR certification

**3) Duties:**

- Responsible for following all rules and regulations as outlined in the Staff Manual
- Responsible for having dishes, etc. ready for “Jumpers”
- Refills serving dishes during meals
- Ensures all dishes and cookware are cleaned after each meal
- Wipes down counters and sinks after dishes
- Works in cooperation with the cook, assists in meal preparation
- Washes kitchen floor at the end of the day
- Ensures that dining room tables are wiped down before meals with a bleach solution
- Damp mops dining room daily and scrubs clean on last day of each camp with bleach solution and soap or a cleaning agent.
- Prepares afternoon and evening snacks, following established menus
- Washes tables thoroughly in dining hall following meals
- Oversees “Jumper” duty
- Disposes of all garbage appropriately
- Attends all training sessions as requested by the Camp Director

**\*\*\* Additional duties may be assigned at the discretion of the Camp Director.**