



## THE HOLE IN THE WALL GANG CAMP

### Kitchen Assistant Job Description

#### **Job Requirements**

- 16 years of age
- As of January 1, 2023, staff & volunteers within Summer 2023 programming are **required have the primary series AND one booster dose (bivalent) received after September 1, 2022\***, to prevent against COVID-19. \*The booster dose must be administered two weeks PRIOR to your participation in Camp programming.
- Be flexible with the changing needs of the camp program and schedule.
- Commitment to foster a community that celebrates inclusivity and our camp values, which are inclusion, gratitude, possibility, friendship and safety.
- The ability to work with a diverse community in a multicultural environment.
- Comply with and remain flexible with COVID-19 specific precautions and requirements through the duration of the program, as outlined/advised by the CDC and HITWGC Medical Team.
- All positions are from mid-May until the end of August
- Perform other duties as deemed necessary by Food Director and Sous Chef

#### **Job Summary**

The kitchen assistant is responsible for assisting in the efficient operation of the kitchen by maintaining cleanliness standards through the operation of dishwashing equipment and sinks, polishing silverware, removing garbage, cleaning equipment, and work areas including the sweeping and mopping of floors. The kitchen utility worker will also assist in the preparation of food.

#### **Job Responsibilities.**

- Responsible for operating the dishwashing machine ensuring all dishes are clean and sanitized while ensuring water temperature is correct and logged every 3 hours. Soap and drying agents are connected and working.

Modified December 2022

- Maintain organization of dishware, small wares, pots, and pans.
- Responsible for cleaning the food production areas in the kitchen, including walls, floors, storerooms, walk- ins and other areas as necessary.
- Responsible for removing garbage and recyclables from kitchen and dining room.
- Set up 18 tables with 15 plates, bowls, cups, and silverware.
- Sets 18 hopper trays with an appropriate number of serving utensils.
- Fills all beverage machines, sets up hot and/or cold food area
- Helps prep cook check and store all incoming deliveries.
- Keeps “tick tock” toast and microwave station filled and clean.
- Breaks down dish washer and cleans it after every meal.
- Helps in the preparation of meals as needed.
- Responsible for laundry area, fold and put away towels and aprons.
- Performs other duties and assessments as required.

**Reports to:**

The Kitchen Assistant reports directly to the Food Director

**Our Commitment to Diversity**

In keeping with Camp’s core values, Hole in the Wall fosters a community of purposeful inclusion through a commitment to diversity and equity.