



## THE HOLE IN THE WALL GANG CAMP

### Prep Cook Job Description

#### **Job Requirements**

- 16 years of age and at least one year of kitchen experience.
- 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 familiar with and enforce all serve safe, safety, emergency and camp policies.
- Be flexible with the changing needs of the camp program and schedule.
- Previous kitchen experience required.
- Perform other duties as deemed necessary by Food director and Sous Chef
- All staff are required to have received the COVID-19 vaccine and be fully vaccinated prior to commencing employment.
- 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

#### **Job Summary**

Cook and prepare a variety of food including meats, poultry, vegetables, sauces, stocks, breads, and desserts using a variety of equipment and utensils according to the daily prep list. Wash and clean tables and cooking equipment in accordance with state of Connecticut health department.

### **Job Responsibilities**

- Complete opening and closing checklists.
- Refer to daily prep list at the start of each shift for assigned duties
- Prepare a variety of food using the equipment in the kitchen
- Understands and complies consistently with our standard portion sizes, cooking methods, quality standards and Kitchen/camp rules, policies, and procedures.
- Portions food prior to cooking according to standard portion sizes and recipe specifications
- Maintains a clean and sanitary workstation area including tables, shelves, walls, grills, sauté burners, flat top range and refrigeration equipment.
- Responsible for cleaning the kitchen equipment and ensuring items disassembled for cleaning are properly reassembled for operation.
- Keeps log of refrigeration temps by logging in the books every 6 hours.
- Opens the kitchen properly and follows the opening checklist for kitchen stations.
- Attends all kitchen meetings and brings suggestions for improvement.
- Promptly reports equipment and food quality problems to Supervisor.
- Uses our standard recipes for preparing all products.
- Performs other related duties as assigned by the supervisor.
- 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.
- Sets 18 hopper trays with an appropriate number of serving utensils
- Checks and stores all incoming deliveries
- Fills all beverage machines, snacks, and sets up hot and/or cold food area

### **Reports to:**

The Prep Cook 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.