



JOB DESCRIPTION

JOB TITLE:
Food Service Manager

HOURS: Part-Time

We currently run 6 weeks of summer camp programs and 7 weekend retreats that we provide food service for. In addition, we typically provide food service for 3-4 weekend guest groups each year.

COMPENSATION: Negotiable

REPORTS TO: Executive Director

KEY OBJECTIVES

- Manage camp's kitchen and food service for Lost Timber programs and guest groups.

SPECIFIC RESPONSIBILITIES:

- Obtain and maintain FoodSafe Certification.
- Develop menus and purchase food for Lost Timber camps and guest groups when requested.
- Strive to keep food quality high, and expenses low.
- Cook for events as needed – plan to cook at least one week and one weekend every year to gain perspective.
- Maintain kitchen organization & cleanliness.
- Assist in recruiting volunteer cooks for Lost Timber events.
- Train cooks on menu plans and food safety practices.
- Follow Minnesota Dept of Health standards for food service and be present for annual health inspection.

QUALIFICATIONS:

SPIRITUAL

- Committed growing Christian, deepening their personal relationship with Jesus Christ and modeling it to others.
- Exhibit personal qualities that are of the highest integrity and unquestionable honesty.
- Easily respected for godliness, skills, and knowledge.
- Earnestly seek God's will above all other possible motivations.
- Demonstrate a heartfelt desire for people to closely follow Jesus Christ.
- Endorse and be committed to the Mission, Vision, and Values of Lost Timber Bible Camp.
- Exhibit Christ's love by developing positive and encouraging relationships with camp staff.

EDUCATION AND EXPERIENCE

- Previous experience in cafeteria-style food service is preferred.



JOB DESCRIPTION

SKILLS AND ABILITIES

- Preferable spiritual gifts: Leadership, Servanthood, Organization
- Creative food menu planning on a budget.
- Understanding of food allergies and dietary restrictions.
- Strong organizational, oral and written communication skills and the proven ability to relate interpersonally with volunteer staff and guest groups.
- Teachable team player who can also work independently. A self starter, one who takes initiative.
- Computer background skills and experience preferred. Proficient in Microsoft Office applications including Word, Excel and PowerPoint.
- Enjoy working with kids and youth.

REQUIREMENTS

- Be a committed/involved member of a local Bible believing church.
- Display an active faith, always pursuing a deeper relationship with Jesus.
- Must be able to pass a criminal background check.

INTANGIBLES

- As we work with primarily volunteer cooks and kitchen staff, it is critical to lead with grace and appreciation while holding them to Lost Timber standards of safe, high-quality food.
- Striving for excellence in everything that we do is important.

EVALUATION

- An annual evaluation of the position and the person holding the position will be completed by the Executive Director.