# Kitchen Staff

DRAFT FOR CAMP LEADERSHIP REVIEW - NOT YET APPROVED

**Area:** Camp Operations / Kitchen

**Reports to:** Kitchen Manager or designated Food Service Supervisor (confirm title)

**Supervises:** None

**Minimum age:** 15

**Starting pay:** $250 starting rate (pay period to be confirmed)

## Position Summary

Supports safe, timely preparation and service of meals for campers and staff, working alongside the camp food service team to maintain a clean, organized kitchen.

## Proposed Qualifications

• At least 15 years old, subject to applicable food-service and employment requirements.

• Able to follow instructions, work cooperatively with the food service team, and complete assigned tasks on schedule.

• Willing to complete any camp-required food safety and sanitation training before performing assigned duties.

## Proposed Responsibilities

• Assist with meal preparation, portioning, serving, and cleanup under appropriate supervision.

• Wash, sanitize, and store dishes, cookware, utensils, and food-service equipment as instructed.

• Keep preparation, storage, and service areas orderly and follow food-handling procedures established by camp management.

• Help restock supplies, organize inventory, and report shortages or equipment concerns to the supervisor.

• Coordinate with Dining Hall staff to support meal schedules and a welcoming dining experience.

• Immediately report food safety concerns, injuries, or unsafe conditions to the supervisor.

## Common Camp Staff Expectations

• Demonstrate Scout spirit and model the Scout Oath and Scout Law.

• Support camp-wide activities, staff meetings, setup, and closing procedures as assigned.

• Follow camp safety procedures, emergency plans, staff policies, and supervisor instructions.

• Maintain clean work areas, professional conduct, and a positive, welcoming environment.

Review before publication: Confirm reporting titles, position-specific duties, age eligibility, certifications, and compensation period with Bert Adams camp leadership. These are newly drafted descriptions based on related camp positions, not verbatim source documents.