

FOOD SERVICES MANAGER

Positions Available: 1

Reports to: Assistant Director, Camp Director, Executive Director

Supports: Head Cook, Prep Cooks

GENERAL FUNCTION:

The Food Services Manager oversees all food purchasing, storage, preparation, and service for the Cairn Family of Camps Baysville Site and the direction of the Kitchen Staff. The Food Services Manager ensures proper health standards are maintained and that all food is healthy, plentiful, and delicious.

KEY RESPONSIBILITIES:

- Demonstrate strong support and commitment to the mission and core values of the Cairn Family of Camps.
- Demonstrate strong support and commitment to serving the campers, staff, families, and all program participants of the Cairn Family of Camps.
- Ensure that all regulations outlined by governing bodies (Muskoka District Health Unit, Ontario Government, Ontario Camps Association) are met or exceeded.
- Create a healthy delicious menu rotation that meets the needs of all staff and participants, including specialized menus for individuals with dietary needs.
- Oversee the training, management, development, and evaluation of the Kitchen Staff.
- Assign roles, responsibilities, and tasks to the Kitchen Staff.
- Oversees the daily/weekly/seasonal cleaning of the kitchen and all kitchen equipment.
- Manage the food and kitchen equipment budgets, ensuring cost effective spending, continual tracking, and appropriate record keeping.
- Work with the Head Cook and Directing Team to establish best practices that ensure that industry standards are maintained and all risks associated with food preparation and storage are minimized.
- Endeavor to minimize food waste through careful planning.
- Complete a year-end report outline the roles & responsibilities of the job and suggestions for the upcoming seasons.

JOB KNOWLEDGE/QUALIFICATIONS:

- Experience cooking for large groups and managing a staff
- Food Safety Handlers Certification
- Standard First Aid/CPR-C
- The successful applicant is required to live onsite through the duration of their contract.
- Clear Police Reference Check and Vulnerable Sector Screening
- Mandated training (including AODA, Workplace Violence & Harassment, Health & Safety Awareness, Child Protection, etc.) is required before or shortly after commencement of work

RECOMMENDED QUALIFICATIONS/CERTIFICATIONS:

- Preference will be given to candidates who are available for a 4 month contract and who are willing to live onsite.
- G driver's license (valid)