



## **PREP COOK**

**Positions Available:** 2

**Reports to:** Food Services Manager, Head Cook

**Supports:** Kitchen Counsellors

### **GENERAL FUNCTION:**

The Prep Cooks assist Head Cook in preparation of all meals & snacks, maintaining proper health standards and following the standards established by Canada's Food Guide and Department of Health.

### **KEY RESPONSIBILITIES:**

- Willingness to do what needs to be done for the benefit of campers' experience.
- Demonstrate strong support and commitment to the mission and core values of the Cairn Family of Camps, and to serving its campers, staff, families, and all program participants.
- Assist the Food Services Manager and Head Cook in the preparation of all meals and snacks.
- Maintain the service in accordance with all laws, ordinances, regulations, and rules of Federal, Provincial and Local authority, and the standards of safety and health established by the Cairn Family of Camps.
- Follow adequate standards of cleanliness and sanitation in food handling, food storage and food service.
- Ensure that all kitchen dishes are washed after each meal.
- Keep staff fridge stocked and cleaned, in consultation with the Food Services Manager. This includes removing food which has passed its best before date.
- Work closely with the Food Services Manager, Head Cook and Program Director in incorporating the theme into the food service.
- Work closely with the Food Services Manager, Head Cook, Iona Program Coordinator and Head Tripper in preparation of food supplies for Iona and trips.
- Complete a year-end report outline the roles & responsibilities of the job and suggestions for the upcoming seasons.
- The successful applicant is required to live onsite for the duration of the summer camping season.

### **EXPERIENCE & QUALIFICATIONS:**

- Interest in food service and preparation
- A willingness to work in a team environment
- A current SAFE Food Handler certificate
- Standard First Aid/CPR-C
- 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