**Camp Cook**

**DUTIES**

* Is responsible to the Camp Manager.
* Will be familiar with, and able to follow, the Society’s Bylaws and Policies.
* In collaboration with the Cam Manager, will plan menus and prepare shopping lists that provide three meals per day and two snacks, plus an occasional off-site meal.
* Will purchase food supplies, in collaboration with the Camp Manager, keeping within the given budget.
* Will prepare and serve meals with some assistance from campers, and/or volunteers, assigned to kitchen duties.
* Will supervise all kitchen activities while adhering to health code standards.
* Will plan and prepare, in collaboration with the Program Manager, a theme banquet for the last night of camp.
* Is responsible for kitchen clean up to start and end the season.
* For the Camp Manager, will prepare evaluation reports on kitchen performance for each camp, including expenses.
* Will participate in Staff Training, as required.
* Perform other duties, as required.

PERSONAL

* Must be over the age of 18 years with a vehicle and Class 5 License.
* Must have experience in planning and preparing meals for large groups.
* Must have Food Safe Certification
* Be experienced in ordering large quantities while maintaining budgetary limits.
* Will be the team leader in the kitchen environment.
* Will have a Criminal Record Check, with vulnerable sector check, and Child Intervention Check.
* Current First Aid Certification would be an asset.