



Kitchen Steward

- I. Ministerial Position**
Kitchen Steward
- II. Reporting Relationship**
The Kitchen Steward reports to the Food Services Manager/Chef
- III. Ministry Category:** Exempt Apprentice
- IV. Ministry Position Summary**
The position is responsible for leading the kitchen staff to ensure the food quality and dining experience will allow us to impact lives for eternity through God's Word, creation, adventure programming and warm Christian fellowship.
- V. Ministry Responsibilities**
 - A.** Support ancillary groups with cooking, hosting meals, and cleaning up meals.
 - B.** Utilize correct handling, serving and storage of all equipment, food, supplies, etc.
 - C.** Disciple and support volunteers in accordance with the mission of Fort Wilderness (Matthew 28:19).
 - D.** Direct and/or train staff/volunteers regarding kitchen practices.
 - E.** Understand proper use, performance, maintenance, and care of kitchen equipment.
 - F.** Contribute to the development of appealing, nutritious menu items.
 - G.** Maintain State Health Department standards.
 - H.** Develop relationships and engagement strategies for seasonal volunteers.
 - I.** Support inventory and organization of the kitchen.
 - J.** Weekly/daily maintenance and cleaning as needed.
 - K.** Assist with preparation and delivering staff lunches and dishes on non-camper days.
 - L.** Support the Food Services Manager/Chef and Student Ministry Food Service Manager regarding customer feedback on menu options and dining experience.
 - M.** Attend seminars/meetings appropriate for on-going training.
 - N.** Other duties and responsibilities as assigned by the Food Services Manager/Chef (Hebrews 13:17, 1Peter 2:13).
 - O.** Work Monday through Friday during non-summer months
 - P.** Lead a shift during the summer.
 - Q.** Assist with Tru North food service needs.
 - R.** Support specialty breakfasts during the summer.
 - S.** Support off-site programming food service needs.

VI. Qualifications

- A.** Agreement with the theological positions of Fort Wilderness Ministries (2Tim 3:16-17, John 1:1-14, Col 1:14, 1 Cor 15:13-18).
- B.** The Kitchen Steward will exemplify the following characteristics: 1) strong professing Christian (Romans 5:8, 10-11) whose character is proven (1 Timothy 3:8-13); 2) a role model of Christ in everything that they do (1 John 3:18); 3) believe in the authority of scripture (2 Timothy 3:16); 4) use their ministry as an example of Christ and to draw others closer to Him (1 Cor 13, Phil 2:1-4); and 5) be accountable in relationship with others (Galatians 6:1-5).
- C.** Agrees with and has signed the Statement of Belief and Support and the Lifestyle Commitment. Understands that serious violation of these statements could be cause for dismissal. Agrees that incompetence in performing this role, insubordination to ministry leadership, or immoral behavior would constitute reasonable cause for immediate dismissal and termination of this employment with Fort Wilderness.
- D.** Demonstrates a Christian lifestyle that reflects the Biblical perspective of integrity and appropriate personal and family relationships, business conduct with a desire and commitment for spiritual growth and development in your walk with Christ through prayer, God's word and lifestyle which honors Him (Luke 6:40).
- E.** Able to fulfill Fort's purpose through using Fort's core values (God's Word, creation, adventure, and warm Christian Fellowship)
- F.** ServSafe Certified.
- G.** Working knowledge of nutrition, dietary restrictions, and food service.
- H.** 2 years of experience in food service especially food preparation desired
- I.** Self-starter, motivated, adaptable, detail orientated, team player.
- J.** Ongoing participation in a local church with a desire and commitment for spiritual growth and development in your walk with Christ through prayer, God's word and lifestyle which honors Him.

VII. Working Conditions—ability to:

- A.** Move materials/items around camp up to 50 pounds.
- B.** Ascend/descend ladders.
- C.** Bend and stoop
- D.** Work in outdoor weather conditions
- E.** Work in a fast-paced environment
- F.** Have and maintain an insurable driving record to drive Fort Wilderness vehicles.

VIII. Acknowledgement

I have read and received a copy of my job description. This position description supersedes previous descriptions and verbal communications. I understand that I am expected to follow my job as is outlined above and if I have any questions or concerns about what is expected of me, I will speak with my immediate supervisor.

I also understand that the statements above are intended to describe the general nature and level of work being performed by me and are not to be construed as an exhaustive list of responsibilities, duties, and skills required for this role. I may perform other related tasks under the direction of my supervisor. I agree to follow policies and procedures included in the Employee Handbook.

Employee Printed Name: _____ Date: _____

Employee Signature: _____

Supervisor Printed Name: _____ Date: _____

Supervisor Signature: _____