



P Y O C A
CAMP AND RETREAT CENTER

POSITION: Food Service Director

STATUS: PAID, PART-TIME, YEAR-ROUND

PURPOSE: To provide an atmosphere of Christian hospitality through food service to campers, guests, and staff under the guidance of the Executive Director.

ACCOUNTABILITY: This position is directly responsible to the Executive Director.

QUALIFICATIONS:

- Ability to pass a criminal background check.
- Supportive of Pyoca's mission and values.
- Ability to relate to children and work cooperatively with other staff.
- Background in foodservice operations.
- Proven effective experience managing people in foodservice operations.
- Current ServeSafe or equivalent food handlers' certificate.
- Experience with inventory management and computer-based ordering.
- Ability to work weekends and evenings.

Physical Requirements: All types of physical activity are required, including walking, standing, lifting up to 40 pounds, pushing, pulling, and bending, as well as office and administrative activities such as sitting, typing, talking, and listening.

RESPONSIBILITIES:

- Provide kitchen leadership to promote a Christian atmosphere and nutritional meals for the campers, guests, and staff.
- Maintain appropriate inventories and ensure proper equipment storage.
- Supervise and schedule staff for events.
- Monitor food consumption and take steps to reduce food waste.
- Ensure food quality and safety.
- Provide for special dietary needs, including, but not limited to food allergies, gluten-free, vegetarian, and dairy-free.
- Check equipment regularly and make (or request) repairs.
- Conduct daily check of kitchen and dining areas for cleanliness.
- Attend staff meetings as required.
- Deal effectively with problems when they arise according to Pyoca policy.
- Perform other duties and responsibilities as assigned by the Executive Director.

BENEFITS:

- This is an hourly non-exempt paid position, less applicable taxes. Benefits include board when working, and workers comp insurance.