



BOYS & GIRLS CLUBS

METRO DENVER



# Make a Difference FOR KIDS

Helping Kids. Building Communities. 

Boys & Girls Clubs of Metro Denver (BGCMD) is offering an exciting opportunity for the right person to join our dynamic, forward-thinking team. We rely on the dedication of caring employees to provide a safe, nurturing environment for kids to learn and grow. We take pride in our highly skilled, diverse and committed workforce. Join a team of passionate individuals who are working to make a difference for kids.

## Gates Camp Assistant Cook – Seasonal/Summer 2019

**Club/Office Location:** Gates Camp

**Job Description:**

BGCMD operates a residential summer program where under-served inner city youth, ages 8 to 13, attend 5 day/4 night, low cost, and in many cases, no cost, session. Kids/Campers participate in hiking, canoeing, sleeping under the stars, fishing, rock climbing, archery, hands-on games, and other outdoor activities. The Gates Camp program inspires kids to explore new ideas, develop a connection with the environment, work as a community, and support one another in the achievement of their personal potential. BGCMD is currently hiring one (1) Assistant Cook to live and work at Gates Camp between the dates of May 23<sup>rd</sup> and July 30<sup>th</sup>.

**BGCMD requires the following of all Camp employees:**

- Staff members must be at least 19 years of age
- Food service experience or relevant educational studies or volunteer experience preferred
- Ability to pass pre-employment screenings including drug test which does test for marijuana, criminal background check, references and Department of Motor Vehicle records check

**Assistant Camp Cook must also be able to:**

- Support and adhere to daily food preparation and meal schedules and ensure timelines
- Work collaboratively with the Head Cook and the Dishwasher/Prep Cook to prepare and serve meals;
- Effectively monitor food stores to limit spoilage and ensure quality
- Assist with checking-in, documenting and storing all food/supply orders
- Prepare meals from “scratch” using healthy and fresh ingredients that ensure a balanced and nutritious diet for Campers and Staff
- Be willing to prepare meals for a variety of dietary needs and preferences (i.e. gluten free, vegetarian, vegan, dairy and/or soy free, nut allergies, etc.)
- Support the realization of a “Healthy Lifestyle” for Campers and Staff
- Ensure that food items are available for staff to prepare meals for themselves on weekends
- Post daily/weekly menus in advance of serving meals
- Create and maintain a sanitary environment for food storage, preparation and the serving of meals;
- Perform and facilitate weekly deep cleaning of specific areas in the kitchen, e.g. - floors, vent hoods, walk-ins, dish cleaning area, ovens, etc.)
- Proactively manage and mitigate risk in the food service environment

*The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain or to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications and objectives of employees assigned to this job. The Boys & Girls Clubs of Metro Denver is fully committed to Equal Employment Opportunity and to attracting, retaining, developing and promoting the most qualified employees without regard to their race, gender, color, religion, sexual orientation, national origin, age, physical or mental disability, citizenship status, veteran status, or any other characteristic prohibited by law.*

## **Job Requirements:**

### **Physical Requirements/ Work Environment**

The successful candidate must be able to work at high altitude (at or above 9,000 ft), have stamina to work through long days and evenings, and have the ability to perform basic maintenance functions. Camp Staff may, at times, have to lift up to and over 50lbs. This position requires close collaboration with all staff including the Camp's Directors, Program Staff and Camp's Healthcare Professional.

### **Job Related Behaviors**

Gates Camp Staff are team players and must be punctual, flexible; each team member must follow through on commitments, respond in a timely manner to requests, exhibit problem solving skills and initiative, communicate effectively and follow proper reporting procedures. The right candidate is dedicated to the Mission of the organization and strives to uphold the Boys and Girls Club of Metro Denver's Core Values.

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### **Details:**

**Status:** Seasonal, May 23<sup>rd</sup> – July 30<sup>th</sup> (10 week term of service)

**Hours:** Wednesday 3:30 p.m. through Monday 5:30 p.m.

**Pay Range:** \$350 per week

**Benefits:** Position includes room and board for the duration of the term of service

**Interested applicants should submit a cover letter, resume and three professional references to [jobs@bgcmd.org](mailto:jobs@bgcmd.org). Please include the position title in the subject line of the e-mail.**

**This position will remain open until filled.**