



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY



YMCA of Lansing Association Job Description

Mystic Lake YMCA Camp

9505 Ludington Dr, Lake, MI, 48632

517-827-9650

At Mystic Lake YMCA Camp, our goals are to teach youth social responsibility through environmental stewardship, community living and working with one another in a group setting that builds friendships. Youth develop and learn new skills to improve their sense of self-worth and confidence in an accepting environment where all are welcome.

Food Service Employee - Cook

General Function: Under the supervision of the Food Service Manager and Summer Camp Director, the Food Service Employee is responsible for all aspects of food service delivery including meal prep and delivery, sanitation, inventory management and great customer service.

Responsibilities include food preparation, maintenance and cleaning of kitchen and dining hall, and administration of USDA Summer Food Service Program. Meals served will be healthy, nutritious and high quality. Position is year round with majority of hours April through October. May include weekends, evenings and some holidays.

Job Requirements:

- Previous experience in a commercial kitchen is preferred.
- ServSafe Certification required- YMCA of Lansing will provide training if certification is needed.
- Desire to work with children and others
- Ability to lead and make decisions
- Strong interpersonal skills
- Ability to accept supervision and guidance as well as constructive feedback
- Ability to operate a sanitary, efficient, healthy and enjoyable food service operation.
- Experience in working with a team
- Ability to respond to safety and emergency situations.
- Must complete all required YMCA trainings in the expected timeframe

Position Responsibilities:

1. Help develop and prepare healthy and nutritious menus with varying items for children and adults.
2. Operation of kitchen in accordance with all state, county and local regulatory agencies.
3. Sanitation and cleaning of kitchen facilities, storage areas, recycling area, and dining hall.
4. Maintain inventory of equipment/supplies and inform Food Service Manager when items need to be replaced/reordered.
5. Maintain a clean work area before, during and after group visits.
6. Follow accreditation and licensing standards by the American Camp Association and Michigan State Licensing.
7. Achieve certification specific to program department to include ServSafe Certification, FA/CPR and additional YMCA of Lansing required trainings.
8. Assist with the delivery of USDA approved food reimbursement programs for summer camp.
9. Provide great customer service to guests.
10. Other duties as assigned

Disclaimers:

- Must complete successful background screening and drug test for YMCA and all other off-site screenings for partnering organizations.
- This job description may not be all-inclusive and employee is expected to perform all other duties as assigned by direct management.
- Job descriptions and duties may be modified when deemed appropriate by management.

Hours/Salary/Benefits: seasonal position, primarily May- October; must be available to work Monday-Sunday depending upon needs of Mystic Lake YMCA Camp. Hours will vary depending upon the season. \$9.87/hour

Include: YMCA of Lansing Application (lansingymca.org/jobs) and includes 3 non-family references and 1 family reference.

Contact: Amiee Woodrow, Senior Program Director, awoodrow@lansingymca.org, 517-827-9650