

SEASONAL POSITION: FOOD SERVICES SUPERVISOR-HEAD COOK

A camp tradition for over 65 years, Camp Easter Seal, a signature program of SaskAbilities, offers the best outdoor summer recreational camp experience for children, youth and adults experiencing disability in Saskatchewan. It's a place where campers can explore, grow, and build friendships and independence. This safe, warm, fun and supportive environment fosters inclusion and belonging; a place where campers are the center of all we do.

Working under the supervision of the Camp Manager, the **Food Services Supervisor-Head Cook** is responsible to lead the overall food-service operation of the camp including purchasing, preparation, nutrition, service, sanitation, and record keeping. The ideal candidate will have training and experience with large quantity cooking (100+), kitchen management, and supervising staff. The Kitchen Supervisor – Head Cook is expected to embody and demonstrate [SaskAbilities' values](#) and adhere to [SaskAbilities' policies and procedures](#).

Qualifications, Education and Experience:

- Must be a graduate of, or currently well advanced in, a food service or culinary arts program; or have significant past experience providing leadership and food service for large groups;
- Must have experience in food preparation, ordering of food and planning of menus that meet the nutritional needs of the campers, including knowledge of special diets;
- Current Food Handler Certificate, WMHIS 2015, and a valid Class 5 Driver's License as you may be required to drive a camp vehicle;
- Must have knowledge of provincial and federal health regulations, policies and procedures;
- Ability to work within a budget, manage inventory and purchase supplies efficiently;
- Ability to prioritize work and handle multiple demands under pressure;
- Must have supervisory experience and possess strong interpersonal and communication skills;
- Must be able to work in a busy environment and manage lifting, pushing, standing, and carrying objects;
- Must be a strong team player and be able to act as a role model for staff and volunteers;
- Previous experience working with persons experiencing disability is an asset, although not a requirement.
- Final candidates are required to provide satisfactory Criminal Record Check (CRC) including a Vulnerable Sector Search (VSS).
- The successful candidate will be required to show proof of COVID-19 vaccination, if unable to do so due to medical reasons, prohibited grounds or personal choice, must undergo regular rapid antigen testing.

Duties of Food Services Supervisor-Head Cook include:

- In collaboration with the Dietitian Student, Cooks and Kitchen Helpers, provide nutritious and well-balanced meals and snacks for campers and staff on a daily basis;
- Be responsible for the efficient and safe functioning of complete food service operations;
- Plan the menus for the camping sessions, including special occasion meals & outdoor meals;
- Promote practices that seek to reduce waste, reuse items, and recycle as much as possible;
- Monitor the effectiveness of the food services team with regard to food quality, temperature, timeliness and service standards;
- Assign responsibilities and manage kitchen staff;

- Order food and supplies from designated suppliers, be able to follow or improve upon a given budget, and maintain a current inventory;
- Receive food order and invoice, and check the condition and delivery of all items;
- Ensure all invoices and required reports are delivered to the camp office;
- Promote and maintain a high standard of cleanliness in all areas of the kitchen and dining hall at all times;
- Participate in and lead kitchen staff in regular cleaning duties, as well as the shutdown procedures at the end of each camp session, and at the end of the summer season;
- Coordinate table counts, special diet distribution and meal clean-up;
- Participate in regular cleaning duties, as well as the opening and shutdown procedures/lock-up for each camp session, and at the end of the summer season;
- Attend and actively participate in all staff training sessions and meetings;
- Maintain confidentiality in regards to staff and camper personal information;
- Adhere to SaskAbilities' policies and camp staff team agreement;
- Other duties as directed by the Camp Manager.

Availability:

- Available to work weekdays, Monday-Friday, on site, mid-May to end of August, 2022;
- Camp is located at Manitou Beach, SK; transportation to and from site is personal responsibility.

Compensation & Benefits:

- \$15.82/hour, based on 10-12 hour shift schedule, on a Modified Work Arrangement (MWA);
- Staff are invited to live on-site during camp sessions; accommodations and meals provided during camp sessions and are included in pay;
- An amazing resume booster, and references upon request;
- Staff come away with a suite of skills that will be extremely useful in whatever field of study they are in, or wherever their life path is headed. For many, these experiences will far exceed what the classroom will provide and it is no doubt that working at Camp Easter Seal is a huge plus on a resume! Employers recognize the integrity, enthusiasm, and responsibility it takes to be a staff member at our camp;
- Access to SaskAbilities' Employee and Family Assistance Program;
- All staff leave on days off (weekends and statutory holidays);
- Invitations to staff and alumni events and celebrations;
- A tremendous sense of accomplishment, strong friendships, and a host of unforgettable memories.

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