



Date Prepared: June 2, 2021

Job Title: Cook

Reports To: Food Service Manager

Status: Part-time, Hourly

Hours: Varies to include evenings, holidays, and weekends

Summary: Food preparation and management of resident kitchen team while helping to maintain the security of the building are the primary responsibilities. This is an alternating shift, hourly position.

Duties:

- Prepare all meals scheduled, 175 servings per shift, in a timely manner.
- Keep kitchen, food storage areas and all areas devoted to food services orderly and sanitary by adhering to daily maintenance and cleaning schedule.
- Help and instruct volunteers in the kitchen.
- Manage resident chore team.
- Help receive, weigh, record and properly store all food that is delivered.
- Assist in maintaining order in the dining area and security of the building as needed.

Qualifications:

- Willingness to fully embrace the Hope Ministries Grace Model.
- Willingness to live own personal life according to the standard of Christlikeness.
- Ability to build safe, trusting relationships with residents.
- The ability to manage a team of people.
- Ability to read and implement food safety rules, operating and maintenance instructions, food storage instructions and similar communications.
- Math proficiency at a level necessary for accurate inventory tracking.

Work Environment/Physical Demands:

- Lifting up to 50 lbs. repeatedly during shift.
- Standing for more than 2/3 of the 6-hour shift.
- Heat tolerance.

Education: High School diploma or equivalent, state food handling certification

To apply for this position, please submit your application/resume to:

John Brown - jbrown@hopesb.org

Director of Men's Service & Operations