

# Lutherhaven Ministries



**Job Title:** Kitchen Support Staff  
**Classification:** Seasonal Exempt from Overtime  
**Reports to:** Food Service Manager and Lutherhaven Program Directors

## Position Purpose:

To assist the Food Service Manager and Assistant Cook(s) in preparing and serving nutritious meals and in maintaining the cleanliness and sanitation of the kitchen and dishwashing area. Assist the program of Lutherhaven ministries in the carrying out of the day-to-day program activities.

## Job Functions:

- Assist in the daily operations of the camp food service.
- Clean and maintain all food-preparation and storage areas.
- Assist in the preparation and packaging of food for use outside the camp dining hall.
- Assist in programmatic areas of camp such as archery, nature hikes, ballfield games, crafts, sports, etc.
- Stay in a living unit with campers and a Lutherhaven counselor; assist with camper care and cabin activities when available.
- Perform daily cleaning assignment and other duties as assigned.

## Minimum Qualifications and Experience:

- Christian believer, affirms Lutheran beliefs, strongly supports ministry mission, values and vision.
- Must be 17 years of age or high school graduate.
- Must be able to obtain or become certified in First Aid/CPR
- Ability to interact with all age levels; experience with youth preferred.
- Must submit to federal and state criminal background checks, provide personal references, and agree to abide by all policies. Some positions require a valid driver's license with clean driving record.
- Ability to take initiative and work independently.
- Demonstrate knowledge and skill in camp program areas.

## Relationships:

- Maintain regular effective communication with supervisors, staff, guests, and volunteers.
- Work under the leadership and direction of Food Service Manager and various Lutherhaven leadership staff.

## Physical Requirements:

- ♦ Visual and auditory ability to identify and respond to environmental and other hazards related to camp program activities.
- ♦ Physical ability to respond appropriately to first aid situations; able to assist staff and campers in fire, evacuation, illness, injury or other emergency
- ♦ Physical mobility, strength and endurance to maintain required tasks.
- ♦ Physical ability to withstand prolonged periods of standing, climbing, stretching, bending, stooping, walking ½ mile or more up or down hill, hiking and running. Eye-hand coordination and manual dexterity to manipulate outdoor equipment and direct camp activities.
- ♦ Normal range of hearing and eyesight to prepare and communicate camper activities.
- ♦ Ability to lift and carry up to 50 pounds.
- ♦ Willing to live in a remote camp setting, work irregular hours with limited or simple equipment and facilities, with daily exposure to the sun, rain, temperatures from below freezing to above 100-degrees, and animals such as insects, spiders, non-poisonous snakes, bats, and large wild animals.