



## **McGaw YMCA In Evanston Camp Echo Job Description**

**TITLE:** Assistant Cook  
**REPORTS TO:** Head Cook, Second Cook  
**SUPERVISES:** Kitchen Staff

### **SPECIFIC DUTIES**

- Assists with the preparation, serving, and cleanup of meals as scheduled.
- Has primary responsibility for preparing items for the salad bars for assigned meals.
- Occasionally, may be asked to supervise Staff Snacks (prep, serve, clean up) from 9:30 pm to midnight.
- Assists with cleaning of the kitchen, appliances, reach-ins, walk-ins, white room, and warehouse.
- Ensures that the kitchen is in tip-top shape, meeting Health Department requirements, at all times.
- Reports maintenance needs to the Property Manager.

### **ADDITIONAL DUTIES**

- Models, teaches, and upholds the Camp Echo Code of Conduct and protects the well-being of all campers.
- Maintains positive relationships with campers, parents and other staff
- Encourages physical, emotional and spiritual growth and positive character development in all campers
- Works to increase his or her own cultural competence and helps to create an environment that values diversity
- Prepared to do anything else deemed necessary by the Camp Director.

### **QUALIFICATIONS**

- Age 21 or older
- Certified in CPR and First Aid
- Leadership ability and teamwork oriented
- Experience in food preparation preferred
- A commitment to working with a diverse staff and camper population for the fulfillment of YMCA goals