

JOB POSTING



Assistant Food Service Manager

FULL-TIME • PERMANENT

Contact Details

Reports To: Food Service Manager

Start Date: As soon as possible

Compensation: \$40,000 - \$47,500, 15 vacation days and health benefits.

Working Location: This role offers no remote working potential. The work will be done in person at our location in Port Sydney, Ontario.

About Camp Mini-Yo-We

Camp Mini-Yo-We is a Christian summer camp and year-round retreat centre located in Muskoka on beautiful Mary Lake. We host roughly 2500+ campers a summer and 50+ guest groups throughout the year. We have a rich history as one of Ontario's premier summer camps since we opened in 1946. Our big idea is to develop tomorrow's leaders through life-changing adventures in God's creation.

In the summer we manage three kitchens cooking for roughly 500 people a week through the support of 5-6 adult volunteers per kitchen. From September to June we serve guest groups up to 120 people in size and our year-round team living on property out of a single kitchen at our year-round facility.

About The Position

This individual will provide a quality food service experience for our campers, guests and staff. They are responsible for assisting the Food Service Manager in aspects of running our kitchens, including meal planning and preparation, kitchen cleanliness, inventory, ordering and supervision of kitchen volunteers. Required to fill in for the Food Service Manager from time to time in their absence. This role requires flexibility in work hours with early mornings, evenings and weekend work required to complete their responsibilities.

Key Responsibilities

1. Cooking & Kitchen Management

- Responsible for ensuring meals are created according to a menu in a timely and efficient manner according to a set schedule and recipes in order to maintain a consistent guest experience.
- Responsible for receiving products, verifying invoices and freshness of merchandise, puts away and organizes deliveries and maintaining a working food inventory.
- Has a working knowledge of special diets and food allergies and the ability to creatively provide for a wide range of guest needs.



Vacation & Personal Days

Start with 15 vacation days and 7 personal days to use when you or your family are unwell.



We Contribute 5% To Retirement

If you opt into our pension plan and contribute 2% of our salary to retirement, we'll contribute 5%!



Your Phone Plan is Covered!

All staff receive a fixed amount per paycheck to help cover the cost of their cellphone plan.



Health, Dental & Vision Plan

Our plan covers you and your family keeping you healthy and safe.

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2. Team Management & Support

- Has a passion to see our kitchens thrive while creating a fun, safe and professional working environment.
- Year-Round (September-June)
 - Oversee day to day operation and management of individuals assigned to the kitchen including adult volunteers, interns.
- Summer Camp (July & August)
 - Support a weekly team of 20 adult volunteers as they cook for campers out of 3 kitchens. Provide insight into how to structure their day and troubleshoot issues as they arise.
 - Manage a team of 3-4 dietary specialists in the spring and summer to deliver up to 40 custom meals per week.

3. Cleanliness & Safety

- Participates in cleaning routines and schedules including the pantry, all fridges, freezer, cooking line, prep kitchen, equipment, dish area, walk in area, floors and garbage removal.
- Responsible for reporting deficiencies in equipment, standards or compliance in a prompt manner.
- Is aware of and abides by all Health and Safety and Food Handling requirements for a safe kitchen environment.

4. Other Duties as Assigned

- Assist with opening and closing of seasonal kitchens and our seasonal central food storage building (the "quonset").
- Assist the Food Service Manager in the continued development of systems and operating procedures.
- During periods when we don't have guest groups you must be willing to serve where needed to support the overall goals of the ministry including manual labour or administrative tasks (ie. painting, mailings, etc.)

Skill Qualifications

- 1-3 years of experience as a cook (commercial kitchen is an asset)
- Comfortable cooking for large groups by yourself or as part of a team
- Food Handlers certification
- G2 or G-level driver's license
- Proficient in the use of technology. Comfortable using Google Workplace (Docs, Sheets, Gmail) or Microsoft Office (Word, Excel). Familiar with online databases (ie. CampBrain) and ordering systems (Sysco/GFS).
- Strong written and verbal communication skills.
- Strong organization abilities, including anticipating needs, prioritizing tasks and having the flexibility to adjust quickly to changing priorities.
- Ability and commitment to professionalism under pressure
- Have the ability to stoop, bend and crouch as well as lift heavy loads up to 50 pounds. Able and willing to spend extended periods on your feet.



Camp Coupons For Your Friends!

Staff receive 2 coupons for 75% OFF to invite family and friends to summer camp at a reduced rate!



Eat On Us When the Kitchen is Open!

Staff get lunch free when the kitchen is open for summer programs and guest groups!



Celebrate Your Birthday in Style!

Your birthday is a bonus vacation day! Take the day off to rest and have fun!



Engage In An Incredible Culture!

Join a Christ-centered team engaged in devotions and prayer, monthly all-hands meetings, team meals and fun events outside of work hours.

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Personal Qualifications

A vibrant faith in Jesus and an active commitment to growing closer to him are key. You are connected to a local church community. You show “above & beyond” care for others in living out your faith. You have a servant attitude, being both helpful to all and committed to the Camp community. The person in this role must be mature, flexible and willing to pitch in and assist as part of the team.

Applicants must be willing to sign agreement to and acceptance of Camp Mini-Yo-We's [Statement of Shared Beliefs](#) and [Community Guidelines](#).

Why You Should Work at Camp Mini-Yo-We

- **Incredible Culture** - Camp provides a fun and caring environment that is Christ-centered and includes morning devotions and prayer, monthly all-team meetings to stay connected, regular meals together on-site and fun community events outside of work hours.
- **Competitive Compensation** - We provide a competitive salary, beginning with two weeks of paid vacation, and the option to enroll in our health benefits package. You also receive paid personal days for times you are sick or need time away for an appointment. Meals are provided during work hours when programs are running and the kitchen is open.
- **Established & Experienced** - Camp Mini-Yo-We boasts a 80-year legacy of providing the best-in-class overnight experiences for kids in Canada and around the world. You will be joining a growing ministry with strong traditions, a focused mission and a passion to develop tomorrow's leaders in our campers and staff.
- **Work That Matters** - Your work will make a difference by providing the best possible customer experience for our campers, guests and the broader community.

Interested? Good... We Need You!

Send us a copy of your **résumé** and a **cover letter** telling us a little about yourself and why you are interested in the position. The contact for this position is Jessica Meadows, our Food Service Manager.

- **Email:** jessica@miniyowe.com
- **Phone:** 705-385-2629

Leaders...

LEAVE IT **BETTER**
THAN THEY FOUND IT.

TAKE ACTION TO
HELP OTHERS.

DEVELOP TOMORROW'S
LEADERS THROUGH
LIFE-CHANGING
ADVENTURES IN GOD'S
CREATION.

Disciples...

ALIGN THEIR LIVES
TO LIVE LIKE JESUS.

MAKE TIME FOR A
VIBRANT
AND **ACTIVE**
PRAYER LIFE.

ARE CONSTATLY
LEARNING
ABOUT JESUS THROUGH
THE BIBLE.