

# Girls Quest Camp Oh-Neh-Tah

## KITCHEN STAFFER

### Job Description

Girls Quest operates Camp Oh-Neh-Tah, nestled on the edge of the northern Catskills, less than a three (3) hour drive from New York City. Situated on 400+ acres, staff and campers have an experience of a lifetime through outdoor and educational activities, and interacting with a diverse and strong community. Building on an 80 year legacy of serving underserved girls from NYC and Greene County, Camp Oh-Neh-Tah will offer a one (1) week session for 50 campers with 30 staff in 2019. Staff commitment is 12-16 days. For more information about Girls Quest and our program, please visit our website at [www.girlsquest.org](http://www.girlsquest.org).

#### JOB SUMMARY

Kitchen Staffers assist the Chef with the preparation of food. They handle basic food prep including washing, peeling, cutting and mixing ingredients; as well as food presentation. They also complete cleaning and food storage tasks, along with kitchen set-up and breakdown.

Kitchen Staffers are considered as "Support Staff" and are a part of the daily life at camp. They provide necessary services that are the foundation of camp. Support staff is encouraged to participate in special camp days and campfires. There may be times when support staff may be asked to fill in for General Counselors during the early evening, for example, helping at bedtime and during General Counselor meetings.

#### RESPONSIBILITIES

- Help with any food preparation tasks delegated by the Chef or Assistant Cook
- Check in food deliveries, putting delivered food product in stock room, refrigerator and freezer in an organized manner
- Help with table setting in dining area, counter service during the meal and dishwashing, pot washing, and kitchen sanitation after every meal
- Maintain a safe, efficient, clean and organized kitchen, and help when asked and where needed
- Participate in cabin activities, time permitting
- Follow all curfews as set by the Camp Director
- Fill out and complete all evaluation forms during the course of the season
- Help with the inventory and closing of the kitchen at the end of the season
- Be willing to step out of your personal comfort zone or box
- Attend and participate in all continued training and staff meetings
- Be adaptive and respectful of all camp participants and the camp environment
- Maintain open communication with all staff
- Help maintain camp spirit

#### QUALIFICATIONS FOR ALL STAFF

- Desire to work and live in the outdoors for two (2) weeks in upstate New York
- Maturity, good moral character, and integrity
- Understanding and liking of children; knowledge of behavioral issues a plus
- Patience and sensitivity to the needs of children
- Willingness to work as a team player for the benefit of the girls entrusted to our care
- Willingness to forgo significant use of technology except during unscheduled times
- Acceptable Health Exam and current Immunization Record
- Attend mandatory Training Session at camp prior to campers' arrival

#### QUALIFICATIONS/REQUIREMENTS

- Must be 17 years old (must supply working papers if under 18)
- Must have basic food service skills or be willing to learn
- Must be willing to be supervised, take directions, follow instructions and work as a team with other kitchen staff
- Must know how to read English

- Must abide by all safety procedures/guidelines required by New York State Health Department, USDA Summer Food Program, and the American Camp Association
- Must be safety oriented
- Must be willing to wear leather sneakers, a hat or hair net, apron, latex or plastic gloves. No uniform is provided, but proper clothing must be worn
- Must be able to complete all tasks and chores in a timely fashion
- Must be dependable, reliable, accountable, punctual, clean, flexible and organized

#### **SUMMER 2019 SCHEDULE**

**Friday, August 9**—Arrive at camp by 12:00 Noon to begin training

**Sunday, August 11**—Full Staff Training Begins at 12:00 Noon

**Thursday, August 15**—Campers Arrive

**Thursday, August 22**—Campers Depart. Camp Closing Begins

**Friday, August 23**—Staff Depart in the Morning

**NOTE:** Sleeping cabins are rustic, but have electricity and are adjacent to sanitation facilities. Laundry facilities available. Bedding provided, but bring your sleeping bag. Abundant wild life.

#### **TO APPLY**

Complete [Camp Staff Application 2019](#) and provide Resume and three (3) Letters of Recommendation. Send to: Constance Stine, Camp Director, Camp Oh-Neh-Tah, 7636 E. Oasis, Mesa, AZ 85207, or Email: [campdirector@girlsquest.org](mailto:campdirector@girlsquest.org) **NOTE:** Background checks will be conducted.