



## **Girls Quest Camp Oh-Neh-Tah**

### **KITCHEN ASSISTANT**

### **Job Description**

#### **JOB SUMMARY**

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 Assistants 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.

#### **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**

- Desire to work and live in the outdoors for two (2) weeks in upstate New York
- Maturity, good moral character, and integrity
- 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.
- Must be able to complete all tasks and chores in a timely fashion
- Must be willing to wear sturdy shoes or sneakers, a hat or hair net, apron, latex or plastic gloves. No uniform is provided, but proper clothing must be worn
- Acceptable Health Exam and current Immunization Record

### **REQUIREMENTS**

- Must be at least 17 years old (must supply working papers if under 18 )
- Willingness to forgo significant use of technology except during unscheduled times
- Must have basic food service skills or be willing to learn
- Must be able to lift 30 pounds
- Attend mandatory Training Session at camp prior to campers' arrival

**NOTE:** Sleeping cabins are rustic but have electricity and are adjacent to sanitation facilities. Laundry service available. Bedding provided but recommend bringing your own sleeping bag. Note: if you live locally, it is not necessary to live on camp.

### **TO APPLY**

Go to [campohnehtah.org](http://campohnehtah.org) and click on Join our Team for our online Camp Staff Application.

If you have any questions please contact us at: [campdirector@girlsquest.org](mailto:campdirector@girlsquest.org)

**REVISED MARCH 2026**

