

**SUMMER OPPORTUNITY – KITCHEN MANAGER  
CAMP NOR'WESTER - JOHNS ISLAND, WA**

Camp Nor'wester – an independent traditional summer camp in the beautiful San Juan Islands of Washington State, is seeking a Kitchen Manager for the upcoming 2023 season, early June to late August.

**Position Summary:**

To coordinate the seasonal food service program at Camp.

**This opportunity might be a good fit for you if:**

- You have experience with commercial kitchens and commercial cooking for 200+
- You can manage and supervise others while leading by example and creating a strong team
- You are ready to be a part of a community that works to meet camper needs
- You are entrepreneurial and imaginative
- You are an excellent listener, collaborator, and community-builder
- You are detail-oriented, organized, punctual, reliable, and able to prioritize multiple tasks
- You are creative, self-starting, candid, courageous, flexible, and agile in the face of change, and can have fun while getting things done
- You can build systems and standard operating procedures to improve operations and reduce waste.

**Responsibilities:**

- The efficient operation of the kitchen, dining room and out-camp food services (including spring opening and fall closing of the kitchen)
- Implement existing menu and consult frequently with Head Cook and Camp Directors about changes while ensuring the most efficient use of food on hand
- Train, manage, schedule, and supervise Head Cook and all kitchen staff - most of whom are ages 17-18, former campers, and often in their first job experience
- Specific duties regarding managing 17 year-old staff in their first job experience at Camp
- Participate as a collaborating member of Camp Nor'wester's summer Supervisory Team
- Resourcefully solve any issues that arise, and seize control of any problematic situation
- Order supplies to stock inventory appropriately
- Comply with and enforce sanitation regulations and safety standards
- Maintain a positive and professional approach with co-workers, campers, staff, and guests

**What we look for in a candidate:**

- Proven experience as a Kitchen Manager (1+ years or more)
- Excellent record of staff management/leadership
- Accuracy and speed in handling emergency situations and providing solutions
- Good communication, interpersonal, and organizational skills
- Ability to prioritize multiple tasks and adapt in a fast-paced environment
- Ability to work independently to accomplish tasks in a timely fashion
- Ability to develop positive working relationships with all Camp staff
- Ability to speak clearly and listen attentively
- Willingness to provide support to kitchen team in completing daily tasks

**Additional Requirements:**

- Current Washington State Food Handler's Permit (ServSafe certification a plus) and CPR/First Aid (or willingness to obtain these certifications prior to starting work)

- Must be able to lift/carry 50 pounds, push/pull 50 pounds, stand, sit, bend, and walk for extended periods of time
- Physical ability to fully participate in work assignments. Most weeks will include six assigned workdays including evenings and weekends. Some days will require the ability to stand and work on your feet around hot cooking equipment for four or more hours continuously.

This position description describes the essential duties and qualifications of the position. It is not an exhaustive statement of all the duties, responsibilities or qualifications of the position nor does it describe everything.