



## **The Carpenter's Boat Shop Campus Cook, Seasonal Position**

The Carpenter's Boat Shop is hiring a Campus Cook to oversee provisioning and cooking for our Apprenticeship. This individual will be a key member of a small dynamic team that provides leadership and mentorship for apprentices as well as open enrollment students and volunteers throughout the year. The Campus Cook will work alongside the Executive Director (ED) and Program Director (PD) to provide meals and provisioning for our staff and apprentices.

### **Responsibilities:**

- Oversee all provisioning, meal planning and preparation.
- Mentor apprentices in meal preparation, prioritizing kitchen safety, cleanliness, and producing healthy and delicious meals for large groups (10-15 people).
- Oversee food budget in collaboration with the Executive Director.
- Collaborate with ED and PD on weekly food needs and scheduling needs.
- Kitchen cleanliness and care of kitchen equipment.
- Help with light housekeeping duties.

### **Required knowledge and skills:**

- Strong knowledge of food preparation and food safety.
- Ability to manage a budget.
- Demonstrated ability to maintain positive working relationships with colleagues in a dynamic work environment, including ability to give and receive timely feedback.
- Leadership skills; ability to lead a group to complete a task.
- Strong organizational skills and attention to detail.
- Team player.

**Terms of Employment:** Seasonal/Part-time

**Compensation package:** \$500 per week

### **Start and End Dates:**

Monday - Friday, approximately 32 hours per week

March 4th - May 31st, 2024

May 29th - July 12th, 2024

July 22nd - November 22nd, 2024

**Room and board:**

Meals and housing provided. Applicants may live on or off of campus.

**Vacation:**

You will have all Federal Holidays celebrated by the Boat Shop off.

**Access:**

To our fresh water river and pond boats, our workshops, and a beautiful campus that abuts a preserve.

To apply, please submit a resume with two references and a cover letter to Alicia Witham at [director@carpentersboatshop.com](mailto:director@carpentersboatshop.com). Applications will be reviewed on a rolling basis beginning immediately.