



**The Salvation Army
Golden State Division
CAMP REDWOOD GLEN**

POSITION: Wait Staff
SUPERVISOR: Dining Room Supervisor
DEPARTMENT: Camp Redwood Glen
STATUS: Summer Camp

THE SALVATION ARMY MISSION STATEMENT:

The Salvation Army, an international movement, is an evangelical part of the universal Christian church. Its message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination.

OVERVIEW:

The Wait Staff serves food during each meal time to all campers and staff. The objective of the Wait Staff is to work on a team, be courteous and respectful to all campers and camp staff, set up and clean-up all meals and snacks served, and maintain a pleasant atmosphere in the Dining Room.

DUTIES INCLUDE BUT ARE NOT LIMITED TO:

Pre-meal setup:

- Take down chairs.
- Wipe off tables/ check salt and pepper and sugar containers.
- Set tables.
- Put out all condiments and pre-meal serving bowls.
- Put out beverages (milk 5 minutes prior to the meal).
- Be prepared to check the camper's hands.
- After Meal Grace, serve food as directed.
- Serve "Seconds" as directed.
- Do any extra assigned duties before or during mealtime.

Post-meal clean up:

When work is completed, ask supervisor what else should be done

- Remove all left-over food to the serving counter.
- Stack and carry all dishes and silverware to pass through the Dish Room window.
- Throw all trash in BLACK/GREY trashcans, recyclables in BLUE recycle bins, and compostable food waste in GREEN compost bins.
- Put sorted silverware in the proper container to soak.
- After campers and staff stack chairs and leave, sanitize tables.
- Sweep the dining room and kitchen after each meal. (A full mop clean-up is done after dinner.) Mop and sweep the dining room, kitchen, storerooms, and bathrooms. The bathroom needs to be thoroughly cleaned (toilet and sink).
- Make sure all brooms, mops, dustpans, and dust brooms are put away after each meal.
- Do any extra assigned duties as posted.
- Preserve clear liquids in designated containers.

- Dry and stack cups.

Extra Duties:

- Prepare water, punch, or juice at Dish Room windows.
- Clean Dish Room window counter, polish and clean ice machine and carts.
- Laundry - wash and fold towels, aprons and mop heads.
- Entrances cleaned and maintained – Doors, windows and mats.
- Maintain the coffee bar, tea, hot chocolate, hot water, etc. Make sure ice water is full. Clean back counter. Stock paper goods daily.
- Paper - keep up stock in back storeroom. Restock shelves in dining room as needed.
- Empty all trashcans, recycle bins, and compost bins and reline. Wash all tables and chairs.
- Clean and stock staff dining hall.

Check your tables:

- Place setting: knife, fork, spoon, napkin, dinner plate, cups
- Condiments: Salt, pepper, sugar, butter, ketchup, mustard, mayo, etc.
- Beverages: Juice (breakfast), Punch (lunch), water (dinner), and milk (every meal).
- Salad, bread, deserts, etc.
- After Meal Grace, serve the hot food.
- Actively attend and participate in all evening programs and other camp activities.
- Assist with the opening and closing day procedures as requested by Assistant Camp Director.
- Actively participate in the spiritual formation of campers and staff.
- Be an appropriate and effective example for both campers and staff members, exhibiting Christ-like conduct, concern, and service.
- Report any suspected child abuse issues to the Assistant Camp Director immediately and take necessary actions to report it properly.
- Any other duties as assigned by your supervisor.

All staff may be called upon at any time to assist in the total operation of the camp. You are expected to join in all evening programs; absences are excused only through the Assistant Camp Director.

QUALIFICATIONS:

- Must be at least 16 years of age.
- Experience in food service is a plus.
- Ability to work independently and with a minimum of supervision.
- Must have general skills in working with children.
- Ability to maintain good rapport and communication with other staff members.
- Must be of good moral character.
- Must have a personal and growing relationship with the Lord.
- Preferred previous camping experience either as a camper or as a staff member.

PHYSICAL REQUIREMENTS:

Ability to sit, walk, stand, bend, squat, climb, kneel, and twist on an intermittent or sometimes continuous basis. Ability to grasp, push and pull objects and tools. Ability to lift up to 25 lbs.

Qualified individuals must be able to perform the essential duties of the position with or without accommodation. A qualified person with a disability may request a modification or adjustment to the job or work environment to meet the physical requirements of the position. The Salvation Army would attempt to satisfy requests if the accommodation needed is reasonable and no undue hardship would result.

ESSENTIAL FUNCTIONS:

This job description should also identify the essential functions of the job, including any physical, cognitive, visual, auditory, and other abilities essential to fulfilling the job.

Acknowledgment of Religious Purposes of The Salvation Army

The employee acknowledges that he/she has been informed and understands The Salvation Army's religious purpose and status as a church. The employee agrees that he/she shall do nothing to his/her relationship with The Salvation Army as an employee to undermine its religious mission. The employee agrees and understands that his/her services are a necessary part of The Army's religious purposes and his/her work-related conduct must not conflict with, interfere with, or undermine such religious programs or The Army's religious purpose.

At Will Employment Statement

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless an authorized executive of this organization specifically acknowledges such change in writing.

Equal Employment Opportunity Employer: Minorities/Women/Veterans/Individuals with Disabilities.

Print Name: _____

Signature: _____

Assistant Camp Director Signature: _____

Date: _____