



OVY Camp 2019

5360 La Honda Road, San Gregorio, CA 94074 • (650) 747-0321 • www.ovycamp.org • info@ovycamp.org

Hello Candidate,

Thank you for your interest in becoming part of the Kitchen Staff at OVy Camp (Optimist Volunteers for Youth Camp). This is not just another summer job - becoming a Kitchen Assistant at OVy Camp is an opportunity to make a positive and lasting impact on children through your passion for food.

OVY Camp is about building community and connecting youth with nature.

Located in the redwood forests of the Santa Cruz Mountains, just five miles from the Pacific Ocean, OVy Camp (www.ovycamp.org) has a long, rich history in San Gregorio, California. For the past 65 years, we have taken pride in providing an affordable, high-quality summer camp experience to low-income youth of the greater San Francisco Bay Area.

OVY Camp is a five-night, six-day residential summer camp for youth entering 5th-9th grades. The camp program costs families as little as \$25 per camper! Campers learn positive behavior and communication skills, sleep in cabins and teepees, take in nature hikes in the redwood forest, shoot bow & arrows, throw tomahawks, swim in the pool, have campfires, go for a field trip to the ocean, sleep out under the stars, go for creek walks, and make some very deep connections with their peers and Staff alike.

In the kitchen:

We support our kids by serving them some of the best food they've ever had: breakfast, lunch, and dinner. We work hard to serve nutritious and delicious meals everyday - using organic and local ingredients when possible. In fact, many campers say the food and kitchen was their favorite part of camp!

Compensation:

Competitive stipend commensurate with experience that includes room and board during duration of position. Personal factors such as your level of education, experience in working with youth, and relevant certifications will all be evaluated.

Duration of position:

June 9, 2019 until July 20, 2019. (includes 1 week of Staff Training + 5 weeks of program)

Qualifications:

Strong interest in working with youth and in the food service industry. Commercial kitchen experience preferred, but not required. Ability to work around teaching staff and students while maintaining a cheerful, friendly disposition is a must! The ideal candidate would have strong interpersonal skills, work well in a team, and have a passion for food education.

Listed below is a job description and application for the Kitchen Assistant. Please email applications to info@ovycamp.org. Thank you and we look forward to hearing from you soon!

Sincerely,

Matthew Lyles, Executive Director of OVy Camp
info@ovycamp.org



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Job Title: Kitchen Assistant

Reports to: Kitchen Coordinator

Position Purpose:

The Kitchen Assistant supports the Kitchen Coordinator in the overall food-service operation of the camp including preparation, nutrition, service, sanitation, customer service, and record keeping.

Essential Job Functions:

1. Assist in the daily operations of the camp food and dining service, including assisting in the coordination of activities between the kitchen and program.
 - Support the planning and preparation of nutritionally balanced camp meals, snacks, and pack-out food, including washing, chopping, prepping and helping cook 3 meals a day for 60-70 people.
 - Ensure safe and efficient preparation and serving of camp meals.
 - Assisting with food-sourcing, collection, and procurement.
 - Coordinate menu planning for camp as directed by Kitchen Coordinator.
2. Help track inventory and order food, equipment, and supplies. Arrange for the routine maintenance, sanitation, and upkeep of the camp kitchen, its equipment, and facilities.
 - Maintain high standards of cleanliness, sanitation, and safety.
 - Clean and maintain all food-service areas, including kitchen, dining hall, storage, kitchen recycling.
 - Inspect equipment and ensure equipment is repaired as necessary.
 - Promote practices that seek to reduce waste, reuse items, and recycle as much as possible.

General Qualifications:

- Ability to work around teaching staff and students while maintaining a cheerful, friendly disposition.
- Strong interpersonal skills, work well in a team, and have a passion for food and youth education.
- Knowledge of and experience in food service: food preparation, cleaning, buffet serving, institutional kitchen equipment, family-style serving; preferred, not required.

Knowledge, Skills, and Abilities:

- Be able to take direction and prepare food according to specification.
- Have experience working with children and/or high-school age youth.
- Have some knife skills and knowledge of a variety of cooking methods.
- Knowledge of and experience in preparation of special dietary foods.
- Knowledge of current health and safety laws and practices is essential.
- Be interested in agriculture, sustainable farming, and food ethics.

Physical Aspects of the Job:

- Ability to effectively communicate orally.
- Physical ability to lift and carry 40 pounds.
- Visual and auditory ability to identify and respond to environmental and other hazards of the site and facilities as well as camper and staff behavior.
- Physical mobility and endurance to perform tasks while standing/walking for long periods of time (60 minutes or more).
- Ability to safely and properly use kitchen equipment.
- Ability to provide first aid and to assist campers and staff in an emergency.

Applicants shall be at least **17 years of age** at the time of appointment, have a valid driver's license and submit to required background checks.



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Kitchen Assistant Application

***Please attach a resume AND the names and contact information for three References.**

Applicant Information

Full Name: _____

Last

First

M.I.

Address: _____

Street Address

*Apartment/
Unit #*

City

State

ZIP Code

Home Phone: () _____ Email Address: _____

1. Are you at least 17 years of age? Yes No
2. Are you willing to have your fingerprints taken and processed through state and federal agencies and/or submit to a background check conducted by an agency of our choice? Yes No
3. Are you willing to abide by our "No Alcohol, No Illegal Drugs" policy? Yes No
4. Were you ever discharged from employment for any other reason except lack of work, funds, disability, or medical condition? Yes No
5. Are you legally entitled to work in the United States? *(If you are hired, you will have to present evidence of your right to work in the United States no later than three days after the commencement of your employment)* Yes No
6. Have you ever been charged and/or convicted of any criminal offense (felony or misdemeanor)? Yes No

If yes, on a separate piece of paper state the nature of the crime(s), when and where convicted, and disposition of the case.

(Conviction of a felony will not necessarily disqualify you from employment. Such factors as time of the offense, seriousness and nature of the violation and rehabilitation will be considered.)

Job Description Below. Answer the following questions on a separate piece of paper.

1. Please explain why you would like to work in the kitchen at a youth camp such as Ovy Camp. What would you hope to contribute? What would you hope to gain?
2. How did your passion for food develop?
3. Why is it important to teach youth about food?
4. How would you describe your strengths and weaknesses?
5. Please elaborate on the special skills that make you uniquely qualified for the position for which you are applying.
6. Describe some of your experiences working with children and share a memorable moment.
7. Have you ever worked as a member of a team? Please elaborate on your experiences.
8. What are some challenges you've experienced in past positions?
9. How do you deal with timelines? How do you deal with stress in general?