



Charleston Family YMCA – Food Counselor

General Functions:

In harmony with the YMCA's mission and core character values (caring, honesty, respect, and responsibility), a food counselor shall:

- ✦ Provide a safe and nurturing environment for all children attending the YMCA.

Serve the children attractive and nutritious meals in an atmosphere of efficiency, cleanliness, and warmth.

- ✦ Support age appropriate nutrition activities for children.

Encourage and maintain a positive work environment for staff and children alike.

Requirements:

This position requires a general knowledge of the YMCA childcare principles along with common practices within food handling. A cook must be at least eighteen (18) years of age, a valid driver's license, have a high school diploma or equivalent and a food handler's card. Also, staff must pass a background check and maintain CPR/First Aid certification.

Duties and Responsibilities:

- ✦ Traveling to and from Cross Lanes YMCA to pick up meals 3 times a week
- ✦ Maintain the highest standards of safety and cleanliness in the prep area
- ✦ Determine the quantities of each food to be prepared daily and the size of servings to meet the necessary age requirements
- ✦ Prepare food according to a planned menu and tested uniform recipes, and determine if the finished product is of best quality both in flavor and appearance before it is served
- ✦ Order and serve food
- ✦ Report to the Director any faulty or inferior quality food
- ✦ Complete daily cleaning of all kitchen equipment, and the washing and sterilizing of all dishes, silverware, and utensils
- Keep all appropriate records such as production reports, attendance, meal counts, and inventory
- Contribute ideas during menu planning
- Maintain daily open communication with parents
- Maintain confidentiality
- Report any suspected abuse to supervisor
- Maintain a safe and healthy environment
- Inspect and report damaged or lost materials
- Attend required in-service and staff meetings
- Meet all applicable licensing regulations
- Be at work on time for all scheduled shifts
- Must be able to lift food shipments on a regular basis
- Be prepared to cooperate for emergency procedures

Questions ? Email MWorkman@ymcaofkv.org