



Job Description: Dining Hall Staff

Essential Functions: The Dining Hall Staff reports to Dining Hall Steward and or the Commissary Director and will assist in managing the daily operations of the camp dining service, including coordinating activities between the Kitchen and Dining Room.

Principle Responsibilities:

- Work with Commissary Director to know and understand the meals being served and the related dining service's needs.
- Work closely with Commissary Director and Dining Hall Steward to coordinate the specifics of special meals such as special dinners, guest meals, and snack carts.
- Arrange proper facility seating while understanding the rules and regulations concerning safety, fire, and health concerns.
- Work closely with the Dining Hall Steward with the maintenance and sanitation of the Dining Room's equipment and furnishings.
- Work closely with the Dining Hall Steward with cleanliness of tables, chairs, floors, ascertaining that everything is in readiness for the following meal.
- Assist the Commissary Director and Dining Hall Steward with inspecting the cleanliness of all dishes, silverware, or any other eating/serving utensil.
- Set up an adequate area for the disposal of trays, silverware, trash, glasses, and recycling, etc.
- Maintain, stock, clean, and prepare beverages as needed in the Dining Room area.
- Assist with the sweeping and mopping of the Dining Hall daily.
- Inventory and refill any materials as needed in the Dining Room.
- Work cooperatively with other Kitchen Staff.
- Assist in the Kitchen with food prep, serving, and clean-up as needed.
- Participate in camp wide activities, as needed.
- Assist in the set-up and takedown of all aquatic and campsite facilities.
- All other duties as assigned.

