



Kitchen Support

Job Title: Kitchen Support

Reports to: Director of Food Service

Profile: The Kitchen Support position reports to the Director of Food Service and will serve in the day-to-day operations of food service within Central Christian Ministries. The ministries include Central Christian Church, Central Christian Academy, Central Christian Academy Preschool, and Joyful Noise Academy. This hourly position is budgeted for 20-40 hours per week August 1 through May 30, depending on the skills and availability of the candidate.

Spiritual Requirements:

- Evidence of a committed and mature faith in Jesus Christ
- A belief that the Bible is God's inerrant and infallible Word
- Evidence of active church attendance and membership at a church whose statement of faith is consistent with that of CCC and CCA
- Agreement with CCA's Mission, Core Values, Purpose, Statement of Faith, Biblical Lifestyle Statement, and Statement on Life, Marriage, Gender Identity and Human Sexuality
- Willingness to serve as a Christian role model as outlined in the CCA employee handbook
- Willingness to set an example of prayer, Bible study and unity in Christian fellowship
- Commitment to resolve professional and personal conflict biblically
- Models servant leadership and has the ability to build relationships and support CCA's mission
- Listens and responds to counsel

Duties and Professional Requirements:

- Collaborate with other staff as needed to execute tasks assigned by the Director of Food Service
- Adhere to systems and procedures which meet the day-to-day needs of CCA and JNA
- Ability to follow recipes, including measuring and mixing ingredients to prepare meals
- Serve food on the serving line
- Run cash register during student lunch period
- Review menus and confirm supply of food and items necessary to prepare and serve meals
- Assist with ordering of supplies
- Keep kitchen clean and organized, which includes dishwashing, sweeping and mopping
- Keep the refrigerator clean and stocked
- Knowledge of temperatures of food including holding and serving temperatures
- Ability to engage with students and teachers
- Strong communication skills in both speech and writing
- Recognition of the need for good public relations

- Ability to represent the school in a professional manner to its constituency and the general public
- Other duties as assigned

Education and Experience Requirements:

- Experience in food service
- Previous experience working with school-aged children preferred

Physical Requirements:

- The ability to stand, walk, sit, kneel, bend, reach, grip, climb, push, pull, carry for a duration of time
- Physical stamina and quick responsiveness to a situation
- Ability to lift 50 pounds
- The ability to use fine motor skills including tactile while performing a task

Acknowledgement:

I acknowledge that I have read the job description and requirements for the Kitchen Support position, and I certify that I can perform these functions.

Employee/Applicant Signature _____ Date: _____

Administrator Signature _____ Date: _____

This job description in no way states or implies that these are the only duties to be performed by this employee. The employee will be required to follow any other instructions and to perform any other related duties as assigned by the appropriate administrator. Central Christian Academy reserves the right to update, revise or change this job description and related duties at any time.

Applicants: Please apply [here](#)