

Director of Food Service
Highlands Presbyterian Camp & Retreat Center

The Director of Food Service serves as a part of the leadership team of Highlands. This position is responsible for hiring, managing and evaluating all Food Service staff; providing safe, delicious and hospitable food service; and complying with all state regulations regarding food service. This is a full-time, year-round position. Salary, benefits and on-site housing are provided.

Qualified persons will be responsible for:

1. Leadership of the ministry of Highlands in the area of Food Service and in partnership with other departments and key leaders.
2. Providing healthy high-quality food service for both camp and retreat center guests.
3. Hiring, training and evaluating food service staff for both summer and year-round positions.
4. Establishing relationships with vendors and ordering all necessary food service food and supplies.
5. Providing a clean and safe food service environment that meets all American Camp Association and Health Department guidelines and regulations.
6. Providing service in all areas of food service production at seasonal times when census counts are low. The Food Service Manager can expect to prepare, serve and clean-up meals during seasonal lulls.
7. Participating as a member of the Highlands staff in staff meetings, staff planning events, and the Highlands Committee.
8. Responding as manager on call when needed.
9. Other duties as assigned.

Requirements:

The Food Service Director shall have:

1. Prior experience in camp or retreat setting directing, supervising and providing quality food service.
2. A valid Colorado driver's license.

3. The health and stamina necessary for living in a high altitude setting and participating in a strenuous summer schedule.
4. Ability to lift 80 lbs.

Responsibilities and Duties common to all permanent Highlands Staff.

1. To be a practicing Christian who seeks to follow Christ in her/his daily living and in interaction with other people.
2. To be willing to place the needs of Highlands and its guests above personal preferences, desires and position descriptions.
3. To exemplify a general attitude of helpfulness to all volunteer staff, campers, parents, guest groups and other staff members.
4. To give assistance in any phase of the ongoing operation of the organization when need warrants and when assigned by the Executive Director.
6. To exhibit an acceptance of all people no matter their race, religion, national origin, gender, and to possess the ability to work with those with whom you may not fully agree.