



Friends of Hunt Hill Audubon Sanctuary, Inc.

N2384 Hunt Hill Road Sarona, WI 54870

www.hunthill.org

715-635-6543

Head Cook *(Summer Seasonal)*

The Friends of Hunt Hill Audubon Sanctuary (FOHHAS) is a non-profit organization, open to all, dedicated to fostering understanding, appreciation, and protection of the environment. FOHHAS provides hands-on outdoor education to youth, adults, and the public. FOHHAS protects nearly 600 acres of Wisconsin lands and waters.

Summary: The Head Cook will provide food service for residential programs and special events, as scheduled in advance throughout the summer. The Head cook will be expected to cook healthy, quality food in a clean and friendly atmosphere. Successful applicants can expect a fun work environment, with opportunities to participate in nature programs if so desired, and potential for employment in other capacities in the future. This position reports to the Group Coordinator.

Dates and hours of employment: The Head Cook is a summer seasonal position from June through August, with some hours in September. A detailed calendar of scheduled camps is available. Hours are variable, depending on the programs contracted through the camp. There are usually one or two week-long residential camps in each month of June, July and August, mixed with scattered weekends and day programs requiring food service. Some examples include:

- A meeting luncheon of 15 people on a weekday;
- Weeklong meals for a residential camp group of 50 teenagers and their chaperones;
- Hispanic-style meals for the residential Spanish Camp.

During residential camps, the Head Cook can expect to work at least 40 hours a week.

Specific Duties Include:

- Open and close food service facilities at Hunt Hill at the beginning and end of the season.
- Be aware of and comply with Wisconsin food service health codes.
- Order and stock food within the Hunt Hill budget guidelines.
- Plan, prepare and serve nutritious, high-quality meals and snacks according to the meal schedule.
- Clean and sanitize the kitchen and dining hall after meals.
- Keep the kitchen and dining hall clean and organized.
- Record food storage temperatures (freezer and refrigerator) as required.
- Responsible for laundering kitchen aprons, towels, and napkins.
- Responsible for recycling of food packages and vegetable food waste to compost bins.
- Hire, train, supervise, and schedule assistant cooks as needed to meet camp meal needs.
- Other duties as assigned by the Program Director to work as part of the camp staff team.

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Requirements:

- Minimum of 18 years of age.
- Experience in cooking nutritional, healthy meals for small to large groups (50+).
- Wisconsin restaurant manager certification preferred (will provide training if needed).
- Ability to work with minimal supervision.
- Have reliable transportation to get to work, or be willing to live onsite.

Compensation:

- Salary of \$15.00 an hour.
- On-site housing is available if requested.
- Red Cross First Aid, CPR, AED, and Anaphylaxis and Epinephrine Auto-Injector Training provided at no charge, if requested.
- Wisconsin Restaurant Manager training provided (if needed).

To Apply: Position will remain open until filled. Submit a cover letter, resume, and three references to Sage Dunham at contract@hunthill.org:

Sage Dunham
Group Coordinator
Hunt Hill Audubon Sanctuary
N2384 Hunt Hill Road
Sarona, WI 54870
contract@hunthill.org

Applications may be submitted by email, postal mail, or dropped off at Hunt Hill during business hours (M to F, 9:00 am to 4:00 pm) and can be found at <https://hunthill.org/get-involved/employment/>