



Assistant Cook Job Description (Summer Seasonal)

Hunt Hill Nature Center, Inc. is a non-profit organization, open to all, dedicated to fostering understanding, appreciation, and protection of the environment. Hunt Hill protects nearly 600 acres of Wisconsin lands and waters and provides hands-on outdoor education to youth, adults, and the public.

Summary: The Assistant Cook will provide food service for residential programs and special events, as scheduled in advance throughout the summer. The Assistant Cook will be expected to cook healthy, quality food in a clean and friendly atmosphere. This position reports to the Group Coordinator.

Dates and hours of employment: The Assistant Cook is a summer seasonal position from June through August, with some possible hours in May or September. A detailed calendar of scheduled camps is available upon request. Hours are variable, depending on the programs contracted through the camp. There are usually a few week-long residential camps in June, July, and August, with scattered weekends and day programs requiring food service. During the weeklong camps, the Assistant Cook can expect to work 40 hours per week.

Some examples include:

- A weekend retreat with 15 participants.
- Weeklong meals for a residential camp of about 50 high school students & their chaperones.
- A day retreat lunch with about 75 participants.
- Hispanic dinners for about 40 Spanish campers and staff.

Specific Duties Include:

- Comply with the Wisconsin Food Code.
- Cook meals according to the established menu.
- Clean and sanitize the kitchen and dining hall after meals.
- Keep kitchen and dining hall in a clean and organized manner.
- Record food storage temperatures (freezer and refrigerator) as required.
- Launder of kitchen aprons, towels, and napkins.
- Recycle food packages and compost vegetable food waste.
- Other duties as assigned by the Group Coordinator as part of the camp staff team.



Requirements:

- Minimum of 18 years of age.
- Be able to pass a background check to work at a youth camp.
- Experience cooking nutritional, healthy meals for small to large groups (50+).
- Wisconsin Food Safety 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:

- \$13.00 an hour.
- Opportunity to attend Red Cross First Aid, CPR, AED course at no charge, if requested.
- Wisconsin Food Safety Manager certification at no charge, if needed.
- On-site housing is available, if requested.

To Apply: The position will remain open until filled. To apply, submit an [employment application](#) or contact Sage Dunham, Group Coordinator.

Sage Dunham

Group Coordinator
Hunt Hill Nature Center
N2384 Hunt Hill Road
Sarona, WI 54870

contract@hunthill.org

(715) 635-6543