

## **JOB DESCRIPTION: ASSISTANT FOOD SERVICE DIRECTOR**

### **QUALIFICATIONS:**

1. Previous experience relating to quantity food production, namely, strong familiarity with the culinary arts and the logistics of carrying out a foodservice operation.
2. Training and proven experience ensuring that state and county food safety standards and laws are in compliance.
3. Ability and experience effectively supervising food service staff
4. Ability to work with the Central Ohio Diabetes Association Nutrition Coordinator and Camp Hamwi Head Dietitians.

### **RESPONSIBLE TO:**

1. Nutrition Coordinator
2. Food Service Director
3. Camp Director

### **SPECIFIC RESPONSIBILITIES:**

1. Ensure that proper health and safety standards are maintained in the preparation, service, and storage of all food items.
2. Work with the Food Service Director (FSD) in coordinating dietary staff in preparation and service of meals and snacks according to menus, recipes, and camp schedule provided by Camp Hamwi Registered Dietitian.
3. AFSD holds the responsibility of being the sole individual preparing and handling all specialty food items (gluten free, nut free, etc.)
4. Together with Camp Food Service Director, assist in keeping inventory to ensure proper amount of food is on-hand to prepare menu items.
4. Keep track of amount of food prepared and leftover – provide this information to the FSD for future forecasting.
5. Assist with other duties as assigned.
6. At the completion of camp, provide the Nutrition Coordinator with a written report summarizing each dietary staff member's contributions during camp.

### **ESSENTIAL FUNCTIONS:**

1. Ability to lift and carry 20 pounds
2. Ability to walk for a distance of ½ mile on uneven ground