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**We are hiring!**

## **Catering and Food Service Supervisor**

**We have an immediate opening for a permanent Catering and Food Service Supervisor. The job entails leadership towards our commitment to renew | repair | rebuild the ministry by overseeing our commitment to “intentional hospitality” through catering and food service that is consistent in quality and variety. The Foodservice Supervisor must have a desire to serve the Lord through serving others in hospitality. We seek a person who invests in volunteers and team members with the intent to cultivate a working environment that emphasizes each team member is valued and welcome.**

### **Job Outline:**

Under the direction of the Food Service Manager or in their absence, the supervisor will oversee the catering and service operations while striving for excellence in the preparation and presentation of appealing, well-balanced and nutritious meals for groups of 10 – 250 people. Food is to be served on schedule and at its peak. Specialized dietary needs and therapeutic diets are to be prepared and served, providing guests with equitable quality alternatives and substitutes meeting their physical and psychological needs.

The ideal candidate should be self-motivated, exceptionally organized, and able to plan and manage with a desire to learn and develop skills. The catering team must help provide a distraction-free environment, leading to a fruitful and carefree guest experience. The job is physically demanding, and the supervisor will need to identify challenges, preempt risks and exercise skill at reorganizing workflow that encourages timely, safe food quality and prevents slow service lines and delays, working towards continual improvement of this crucial guest service component.

### **Location and Terms:**

The position is a permanent position, seven-day flexible work-week (scheduled off days based on operational demands) at Joy Bible Camp, Bancroft, Ontario. Compensation details will be discussed with candidates during the interview process.

### **Personal Development commitment:**

The candidate will need to achieve the following:

- 1.) Ontario Food Handlers Certificate within two weeks.
- 2.) Legislated compliance requirements that may arise.

### **Job responsibilities:**

- Assist with the preparation and cooking of complete meals for guests, staff and volunteers, including special dietary options and production of JOY standard baked goods.
- Working most weekends when we have guest rental groups
- Plan, provide ideas and feedback on menus, menu items in order to maintain relevance in current food culture and develop reputational favourites.



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- Properly store and reuse leftovers in accordance with Public Health regulations, minimize waste, and encourage recycling.
  - Assist with ordering, receiving and storing food supplies and materials.
  - Chart temperatures daily for all coolers and freezers, as well as operating temperatures for the dishwasher.
  - Assist with maintaining an inventory of all food supplies, paper, and chemicals as directed
  - Work to ensure the kitchen, dining room, snack service areas, and coffee stations are in a state of readiness for times as outlined in the guest planning document.
  - Work to ensure Public Health regulations and Food Safe guidelines are followed to safeguard the health of guests, staff and volunteers.
  - Work to ensure that safety for all workers (including yourself) is priority one. Enforce best practices, identify hazards, and take corrective measures.
  - Work to ensure proper cleanliness and sanitation of kitchens, pantries, fridges, freezers, stoves/ovens and storage areas before, during, and after each camp use. All equipment, laundry and linens are to be properly cleaned and stored following use and work areas are to be left clean and tidy.

**Spiritual Leadership:**

- Model Christ in word, deed and actions.
- Model and promote Joy Bible Camps', mission, purpose, core values, and strategic plan. Representing the mission positively and professionally within the community.
- Provide spiritual leadership to direct reports, interns, summer staff and volunteers.
- Pray for the ministry, guests and co-labourers. We are desperately dependent on prayer that flows from a personal relationship with Jesus Christ.
- Personal knowledge and experience of the saving work of Jesus Christ, pursuing personal spiritual growth and involvement in a local church.

**Intentional Hospitality:**

- As caretakers and hosts of a relational outreach ministry, all staff must convey a sense of Christ-like hospitality, concern and service to all guests, coworkers and those within our local community.
- Respond to the unexpected needs of our guests promptly and professionally.
- Maintain a positive attitude and a friendly, professional manner to create a warm, welcoming atmosphere.
- Attend meetings, reply to emails, messages, and radio calls professionally and respond to requests quickly and efficiently.

**Physical Requirements:**

- Must be able to lift 50 lbs.
- Must be able to work in temperatures ranging from 30° to 100°
- This position is physically demanding. The hours can be long.
- The intensity and focus of this position vary seasonally and during peak season (i.e. July and August) and over weekends in guest group rental season.

Joy Bible Camp is seeking a partner who sees the organization as a ministry and understands its missional activities are expressed through conferencing and camping activities. The position has seasonal demands and an on-call component.



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**Details about our mission, team and application:**

### **STAFF MISSION MANDATE**

Joy Bible Camp is a Christian Conference and Camping centre operated to share the Gospel of Jesus Christ and support guests as they discover God's grace and love, leading to a

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experience. We long for generations of people transformed forever, who cultivate in others a growing, authentic, contagious relationship with God, deepening their roots of faith through service and love. For 75 Years, God has been at work using JOY as a place where people encounter Him, are equipped for Him, and are empowered by Him to serve His kingdom.

### **INFORMATION ABOUT APPLYING FOR EMPLOYMENT AT JOY**

**At Joy Bible Camp, we seek a team committed to providing “intentional hospitality” to our guests and consistently exemplifying excellence in spiritual enrichment, quality of service, maintained facilities and overall experience. Joy Bible Camp seeks partners who see the organization as a ministry and understand its missional activities are expressed through conferencing and camping. All positions at Joy Bible Camp require flexibility, collaboration, teamwork, and occasionally working outside one's job description. Joy posts all have seasonal demands and an on-call component.**

#### **Steps & Timelines in the Selection Process:**

- Applicants must email their application materials (cover letter and resume) and include a statement articulating their faith perspective.
- A range of qualifications is evaluated, including distinguishing characteristics that demonstrate congruence with our identity.
- Only applicants selected for an interview will be contacted.
- Accommodations are available on request for candidates participating in all aspects of the selection process.
- Joy Bible Camp is considered a religious organization under the provisions of the CRA, and as such, missionary employment with Joy Bible Camp is seen as following God's unique invitation.
- Partners and those aspiring to be partners must be in agreement with the standards of spiritual and personal suitability and are therefore required to sign a Statement of Affirmation annually.
- At Joy Bible Camp, we recognize that a skilled candidate has an earning potential that exceeds the base allowance. At Joy Bible Camp, we encourage personal support salary fundraising up to 35% above the base salary offer. All donors will receive a tax receipt for contributions made. Our support will include providing stationery, advice and supplementary appeals. (Terms and conditions apply)

**The anticipated start date is ASAP. The job will be posted until filled. (Applications will be reviewed upon submission.)**

**For more information about opportunities or to forward your resume, please email [office@joycamp.ca](mailto:office@joycamp.ca)**



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