

JOB POSTING



JOB POSITION: Kitchen Assistant – Youth Development Center

POSITION TYPE: Part-time

LOCATION: Aberdeen Family YMCA/Youth Development Center (YDC)

HOURS: M-F 9:00 am to 2:00 pm

POSITION POSTED: August 19, 2022

APPLICATION DEADLINE: open until filled

INTERESTED APPLICANTS MAY CONTACT:

Molly Johnson, HR Manager

5 South State Street

Aberdeen, SD 57401

mjohnson@aberdeenymca.org

605-225-4910

Hiring Director: Kayley Johnson

kjohnson@aberdeenymca.org

GENERAL DESCRIPTION:

A better US starts with U!

The Kitchen Assistant is responsible for assisting in meal and snack planning, preparation and service for the Youth Development Center while following the Child/Adult Nutrition Program guidelines. Additional responsibilities include assisting to ensure kitchen and food service areas meet state and local health codes. **Hours for this position are Monday-Friday, 9:00 am – 2:00 pm.** Part time employees receive an Aberdeen Family YMCA membership and this position receives a daily FREE lunch!

ESSENTIAL FUNCTIONS: *Essential functions are those tasks, duties, and responsibilities that comprise the means of accomplishing the job's purpose and objectives. Essential functions are critical or fundamental to the performance of the job. They are the major functions for which the person in the job is held accountable.*

- Assists in planning and preparing weekly and daily menus in accordance with the Child/Adult Nutrition Program.
- Assist in purchasing food and kitchen supplies as needed.
- Assists to prepare, organize, and set up food for meals and snacks at designated times.
- Assists to plan meals and snacks in such a way that a minimum of nutrients are lost from foods, that ensure foods taste good and look appealing, and that there are ample amounts of foods for children to have as many servings as they need.
- Assists to modify menus and recipes and prepares foods to meet the developmental needs of infants and toddlers and the medical and feeding needs of children with disabilities or food allergies. Consults with YMCA Dietician when necessary.
- Maintains established standards of sanitation, safety, and food preparation and storage as set by local and state health departments; maintains an orderly, sanitary and safe kitchen.
- Assists to ensure the proper care and maintenance of all food service equipment; identifies equipment needs for food preparation and service and assists in purchasing as needed.
- Reports any problems with food, supplies, staff, and/or children to the Nutritional Specialist.
- Exhibits proper professional attitudes striving to understand all family situations, maintaining confidentiality of staff and family information.
- Promotes and incorporate the YMCA four core values and character development model into all activities.

JOB REQUIREMENTS PREFERRED EDUCATION, TRAINING, AND WORK EXPERIENCE:

- Must be a minimum of 18 years old.
- High School diploma or equivalent.
- Satisfactory background check.
- Current CPR-PR (CPR for Professional Rescuer) Certification required. (Can be obtained through employer upon hire)
- Current First Aid Certification required. (Can be obtained through employer up on hire)
- Basic cooking skills plus experience in food service.
- Ability to practice sensible and economic food preparation. Must be able to read and follow a recipe and a cycle menu.
- Ability to demonstrate time management and be able to work effectively.
- Experience with following guidelines set forth by the Child/Adult Nutritional Services.
- Must possess organizational skills and the ability to prioritize
- Ability to lift up to 50 lbs

Equal Employment Opportunity

Resumes and employment applications can be returned to the email address above or at 5 S. State Street, Aberdeen, SD 57401.

Applications can be found on our website at www.aberdeenyumca.org.