**Lead Cook Job Description**

**Employment Date:** June 3 – July 26, 2023

**Employment with:** We Will Go

**Job:** Lead Cook

**Location of WWG Office:** 809 N. Farish St. Jackson, MS 39202

**Work Hours:** Monday – Friday from 7:00am – 3:00pm

**Amount to be paid:** Hourly rate of $15 an hour for 8 weeks.

**Paid Time Off:** Not eligible for paid time off.

**Holidays:** We are closed for the week of July 1st – July 5th. This is a non-paid week off.

**Direct Supervisor:** Olivia Hamilton

**Cook Job Responsibilities:**

* Promote the safety of students.
* Serves meals by reviewing recipes; assembling, combining, and cooking ingredients; and maintaining a sanitary kitchen.
* Prepares ingredients by following recipes; slicing, cutting, chopping, mincing, stirring, whipping, and mixing ingredients; adding seasonings; verifying taste; and plating meals.
* Completes cleaning according to daily and weekly schedules and dishwashing/pot washing as needed.
* Adheres to proper food handling, sanitation, and safety procedures; maintains temperature logs as required; and maintains appropriate dating, labeling, and rotation of all food items.
* Instructs personnel in use of new equipment and cleaning methods and provides efficient and effective methods of maintaining work area.
* Management of equipment and facilities pertaining to kitchen
* Follow chain of command and work to facilitate a productive team environment.
* Follow all SFSP and USDA guidelines and rules pertaining to meal service.
* Other essential duties assigned as needed.

**Cook Skills and Qualifications:**

* Oral and written communication skills to convey procedures to kitchen staff and communicate with food team in a professional manner.
* Leadership skills such as planning, problem solving, adaptability, and decision making to guide, motivate, and work with team members.
* Interpersonal skills to build positive relationships and interact with children, parents, and staff.
* Self-motivated to efficiently execute job responsibilities.
* Demonstrated knowledge of and skill in ability to operate standard foodservice equipment safely and effectively.
* Must have reliable transportation to and from work.