



Job Title: Lead Cook

Reports To: Executive Director

Location: Cedar Canyon Camp, 5130 Memorial Road, Rapid City, SD 57702

Tenure: Full-Time Hourly (32–40 hours per week, flexible based on guest needs)

Compensation: Based on experience; reviewed regularly

Position Summary

The Lead Cook leads Cedar Canyon Camp's food service department, ensuring meals are nutritious, creative, and served in a clean, welcoming environment. This role is vital to fostering fellowship and making dining a highlight of the camp experience. The Lead Cook manages kitchen operations, supervises staff and volunteers, and upholds Cedar Canyon Camp's mission of hospitality and excellence.

Key Responsibilities

- Lead all aspects of food service, including menu planning, meal preparation, sanitation, and inventory.
- Supervise and train kitchen staff and volunteers.
- Maintain compliance with health codes and food safety standards.
- Manage food orders and supply inventory efficiently.
- Ensure kitchen and dining areas are clean, organized, and welcoming.
- Support other departments (e.g., housekeeping, office) as needed.
- Create a positive, team-oriented environment where staff and volunteers are valued and well-utilized.
- Perform other duties as assigned to support Cedar Canyon Camp's mission.

Qualifications

- Agreement with Cedar Canyon Camp's statement of faith and policies.
- Strong organizational, supervisory, and interpersonal skills.
- Ability to cook (or learn to cook) for large groups; prior experience helpful but not required (training provided).
- Self-motivated, dependable, and detail-oriented.
- Ability to utilize staff and volunteers effectively to ensure meals are prepared, served, and cleaned up after efficiently and effectively
- Food Safe certification (or ability to obtain).
- Prior experience preferred; training provided.

Performance & Review

- This position is subject to regular performance reviews and may be adjusted to meet the needs of the camp and its mission.