



Head Chef Job Description

Lamoka Baptist Camp
3646 E Lamoka Lake Rd. Tyrone NY 14887
(607) 463-0324

Job Title: Head Chef

Reports to: Camp Administrator

Position Type: Full-Time, Year-Round*

About the Camp:

Lamoka Baptist Camp is a Christian camp dedicated to providing a safe, nurturing, and spiritually enriching environment for campers and retreat groups. Our mission is to serve others by providing excellent programming, beautiful facilities, and fulfilling experiences. We are looking for a talented and dedicated Camp Head Chef who shares our passion for serving God and others through their culinary skills.

Position Overview:

The Head Chef is responsible for planning, preparing, and cooking well-balanced and healthy meals for campers, staff, and rental groups. This person will lead the foodservice operations by ensuring the kitchen, foodservice building, and staff are organized, efficient, and compliant with all health and safety standards. The Head Chef will also be responsible for maintaining communication with camp leadership, rental groups, and staff to ensure that meals meet dietary needs and exceed expectations, all while adhering to Christian values and creating a positive environment for everyone they serve.

Key Responsibilities:

1. **Meal Planning & Preparation:**
 - Plan and prepare nutritious, balanced meals for campers, staff, and rental groups.
 - Ensure meals align with dietary requirements, allergies, and special requests.
 - Cook meals that are not only healthy but also appealing to a variety of age groups and tastes.
2. **Food Ordering & Budgeting:**
 - Shop around to compare prices, order food supplies, and manage the camp's food budget effectively.
 - Maintain an inventory of kitchen supplies, ensuring adequate stock without excessive waste.
3. **Staff Supervision & Training:**
 - Oversee kitchen staff and volunteers, ensuring they are well-trained in food preparation, hygiene, and safety procedures.
 - Foster a positive, team-oriented, Christ-focused and honoring environment in the kitchen.
 - Coordinate schedules and work tasks for kitchen staff and volunteers.
4. **Kitchen & Foodservice Facility Management:**
 - Maintain a clean, organized, and sanitary kitchen and foodservice area in accordance with health and safety regulations (NY Health Code 7-2)
 - Ensure proper storage of food and supplies to avoid spoilage and contamination.
 - Manage kitchen equipment and ensure it is well-maintained and functioning properly.
5. **Communication & Collaboration:**
 - Work closely with camp leadership and rental group coordinators to understand and fulfill meal expectations and specific dietary needs.
 - Be proactive in communicating any issues related to meal planning, food supplies, or scheduling.
6. **Operational Support:**
 - During times when the kitchen is closed or meals are not served, assist with general camp operations or administrative tasks as needed.
 - Assist with special events or additional camp activities when applicable, including specialty/off-site camps/programs, staff meals, board meeting meals/refreshments, and Camp Association needs.

Qualifications:

- Born-again Christian with a deep commitment to living a Christ centered life with and before others.
- Previous experience in culinary management, preferably in a camp, hospitality, or institutional setting.
- Strong knowledge of nutrition, food safety, and dietary requirements, including common allergies and special diets.
- Excellent organizational skills and ability to manage multiple tasks and priorities.
- Ability to communicate effectively with staff, volunteers, and camp leadership.
- Ability to maintain a positive attitude and contribute to a supportive, collaborative team environment.

- Certification in food safety and handling (preferred).
- Flexibility to work evenings, weekends, and holidays as needed.

Personal Characteristics:

- Passionate about cooking and serving others, with a desire to create an environment where people feel loved, valued, and nourished.
- Strong work ethic, attention to detail, and high standards for food quality and service.
- A heart for ministry and a desire to use culinary talents to further the mission of the camp and the Kingdom of God.

Compensation & Benefits:

- An annual salary is set by the Board of Directors and paid out monthly. This salary will be set based upon need and is somewhat flexible.
- Year-round housing and utilities (internet, water, electric, etc.) provided (1 bedroom, 1 bathroom apartment on campus).
- Meals provided throughout most of the year.
- Opportunities for spiritual growth and leadership development.

If you are a skilled chef with a heart for serving God and others, we invite you to apply to become a part of our dynamic team at Lamoka Baptist Camp. Help us make every meal an opportunity to serve with love and excellence! You can apply at <https://lamoka.com/fulltime/> or call our Administrator at 607-280-5305 for more information or to discuss the opportunity.

**This is a year-round position, but the chef duties will conclude each year in late November and start again in mid-March. During the 3 months between November and March, this person will shift to administrative duties in order to help prepare for the coming year and season. During this time, the Head Chef will also have ample time to construct menus, communicate with groups and leadership about food, and shop around for best prices.*