

EMPLOYMENT OPPORTUNITY



Position: Residential & School Program Cook
Hours: 40 hrs/week, Mon – Friday 7:00am – 3:00pm
Location: SAFE Center 89124 Marcola Road Springfield OR 97478

Position Announcement: Psychiatric residential treatment program seeks a skilled cook who wants to make a difference in the lives of young abused/emotionally disturbed children (ages 4 - 12). Position works as part of team to provide quality, USDA approved meals for children in the agency's residential and academic treatment programs (Jasper Mountain Center).

Qualifications: Any combination of education, training and personal experience that provides specific knowledge of dietary needs, meal preparation for groups, menu planning and food selection. Maintain current Oregon Food Handlers' Card and Oregon Driver's License. This position also requires good personal communication and teamwork skills, attention to detail for meal documentation, and a commitment to contributing toward the children's positive and healthy experience with food. Position also requires the physical capacity to address the demands of meal preparation, including standing for periods of time, lifting pans or food items, and operating kitchen equipment.

Duties and Responsibilities: Understand and follow the agency's food policy in coordination with our holistic treatment philosophy and work closely with program director and coordinators and as well as other staff to complete the following responsibilities:

- Carry out menu plans, preparing lunch and dinner meals for children and staff in our residential and day treatment program, utilizing the necessary food items to implement plans.
- Assist with assessment of food delivery needs and food orders. Assist with occasional food purchasing as needed.
- Assist in keeping kitchen equipment in good condition.
- Complete documentation on meals and food delivery.
- Collaborate with support services staff when special occasion foods are needed.
- Overall, work as part of the food and support services team, with special collaboration with the agency's food services coordinator and dietitian, to ensure the goals for the food program are met.
- Other related duties as may be assigned.

Compensation: To be determined, based on experience and education. Benefits include employer paid health insurance and paid time off.

Applications Process: Applications are available in the business office at Jasper Mountain (37875 Jasper-Lowell Road Jasper OR 97438) or through agency website: www.jaspermountain.org. Please submit application and resume to the Jasper Mountain business office (address noted above), attention: Human Resources ***Jasper Mountain is an Equal Opportunity Employer***