



Country Lake Christian Retreat

CONFERENCES CAMPS RETREATS

Job Title: Food Service/Culinary Manager, Country Lake Christian Retreat, Underwood, IN

Pre-Requisites: Servant leader (willing to join in and not just provide direction), strong people skills, excellent attitude, critical thinking and problem solving skills.

Overview:

Country Lake serves over 15,000 guests each year from Conferences in the Main Lodge & Conference Center to serving over 7,000 youth during Summer Camps. Country Lake partners with many ministries and organizations to host events year around and desires to deliver an exceptional experience for all guests regardless of group size. The meal experience is one of the most critical components and the right candidate for this role will be a servant leader who embraces hospitality (without grumbling/complaining), appreciates quality food and can offer a warm and inviting environment for both staff and guests. The culinary staff is currently made up of four full-time positions including two chefs and two shift leaders as well as ten part time staff and additional seasonal staff are added in the summer months. Our desire is that the right candidate will be passionate about bringing out the best in others, being a champion for creativity and innovation, developing effective process for efficiency and will create an exceptional experience through meals, snacks, beverage services or any other element that includes culinary engagement.

Key components:

- Manage all food and beverage operations to ensure that Country Lake's standards of service and quality are met or exceeded at all times.
- Be able to foster and cultivate a culture of hospitality, trust and respect among staff and guests
- Uphold the highest standards of cleanliness, sanitation, safety, and conduct in accordance with appropriate regulations.
- Have the creative ability to lead a team, handle conflict in a healthy manner and inspire a spirit of hospitality and service for a wide range of guests from professional conferences to summer camp participants.
- Have a healthy respect for food allergies and help culinary team creatively and intentionally offer favorable solutions for guests while maintaining food quality standards and expectations
- Demonstrate outstanding communication and leadership skills
- Handle all ordering, inventory & communication with vendors and representatives
- Oversee scheduling to accommodate all events

Position: Classified as FT with benefits. Reports to the Director of Operations

Compensation: \$55,000 - \$65,000 annual salary based on experience and compatibility

Benefits: FT benefits include Healthcare (including dental and vision), 401K, Holiday pay and PTO.

Electronics provisions: Laptop, cell phone plan included (or \$50 reimbursement monthly for use of personal phone)

Scope of Work: The demands of the Food Service/Culinary Manager vary almost as much as the seasons they follow. The food service manager will be responsible for the following:

- Responsible for insuring groups meal needs are met in a timely, professional manner while introducing fresh, new and relevant concepts and ideas
- Placing food orders, managing inventory, and coordinating preparation, presentation and serving of food for all events.
- Hiring, scheduling, training, developing and evaluating all food service team members

Hours: Schedule can include Days, Evenings & Weekends but on a balanced rotation (Average 40-50 hours a week).

Applications: Online at www.countrylake.org **Inquiries:** Andrew Leadingham aleadingham@countrylake.org