

MASON COUNTY NUTRITION PROGRAM

JOB POSITION: NUTRITION PROGRAM PART-TIME (10 HOURS/Week)

SUMMARY: **This position performs a variety of kitchen duties. Assists in daily operations of meal preparation and clean up. Provides friendly and courteous assistance to all senior clients, staff and volunteers.**

ESSENTIAL RESPOSIBILITIES:

- Food Safety Certification.
- First Aid & AED Certification.

KITCHEN DUTIES:

- Daily preparation of kitchen.
 - Including taking cart outside, set up dessert cups, HD and congregate trays, making tea and coffee, filling ice machine, turn on steam table and crimper, prepare serving utensils and items needed to serve
- Pick up food from local restaurants.
- Prepare daily food sample (can be done by anyone serving)
- Prepare home delivered meals.
- Help serve congregate meals.
- Clean kitchen and dining room.
 - Empty pans, wash dishes, take trash out, clean and disinfect counters, sweep and mop, wipe down crimper, take out kitchen trash.
- Deliver meals to home bound seniors.

*Assistant Director is always in charge and will make decisions in the event the Director is absent.

*All staff, regardless of position, must be trained for kitchen duties in the event of an emergency or kitchen staff is out.