

## QUINIPET JOB DESCRIPTION

Quinipet is a ministry of the New York Annual Conference of the United Methodist Church. All staff are a part of the ministry that takes place at Quinipet and are part of a team of persons, each doing different tasks and each supporting the other in a common summer camp ministry to children, youth, and adults.

**POSITION: Dining Hall Host**

**SUPERVISOR:** Cook, Director, Resident and Day Camp Director

### QUALIFICATIONS:

- At least 18 years of age
- Understanding of and personal commitment to Christian faith
- Desire and ability to work with children, youth & adults
- Ability to accept guidance, corrective criticism & supervision
- Good character, integrity, and adaptability
- Enthusiasm, sense of humor, patience, and self-control
- Training or experience in working in a kitchen or restaurant

### GENERAL RESPONSIBILITIES:

- To make meal times efficient and enjoyable for campers and staff. All staff are expected to participate in camp activities including orientation, chapel, campfires, all-camp, vespers and skit-night.

### PRIMARY RESPONSIBILITIES:

- To greet campers and staff as they enter the dining hall
- To maintain and clean dining hall
- To set up chairs and tables according to numbers of campers and staff by groups
- To communicate the rules and regulations of the dining hall to campers and staff
- To assist in serving food as needed
- To dismiss tables in a orderly fashion to get food and to clean up
- To obtain the number of day campers for lunch each day
- To assist Day Camp staff serving food during lunch
- To prepare and stock beverage bar before every meal or as needed
- To keep the staff lounge area neat and clean at all times
- To insure special needs diets are cared for
- To create a cruiser chart
- To prepare games/skits for meal entertainment
- To be aware of and report needs for maintenance in the dining hall area
- To make the daily announcements as requested by the Director and/or Resident and Day Camp Directors

**SECONDARY RESPONSIBILITIES:**

To assist with other camp functions and activities (primarily Day Camp)

To help with breaks for counselors when free

To stay in cabins overnight with campers

To take initiative when not assigned otherwise to assist where needed

To participate in committee activity planning/leading