



Camp Fire  
MINNESOTA

## Camp Fire Minnesota Position Description

**Job Title:** Assistant Camp Cook  
**Purpose:** Prepare Meals for campers and staff, perform housekeeping duties as assigned  
**Reports to:** Camp Programs Manager, Head Cook  
**Classification:** Exempt, seasonal

### About Camp Fire Minnesota

With nature as our catalyst, Camp Fire Minnesota energizes youth to discover their spark so their futures glow brighter.

Camp Fire Minnesota “lights the spark” in over 5,000 K-12 youth each year through nature-based experiences. Our programs include summer camp, STEM, environmental education, and teambuilding school field trips at Tanadoona, in-school STEM and environmental education, and community-based before/after-school and summer nature programs.

We are proud to offer inclusive and welcoming programs to all youth. To this end, over 40% of youth who participate in Camp Fire Minnesota programs receive financial aid. As a result of their Camp Fire experience, 90% of youth report valuing nature and stewarding the environment.

Our summer camps at Tanadoona in Chanhassen and Camp Bluewater in Grand Rapids offer youth and teens progressive, nature-based learning through day, specialty day, overnight, adventure and leadership development camps. Tanadoona is an ACA accredited camp.

### About This Position

The Assistant Camp Cook works 40 hours per week in a seasonal hourly capacity and reports to the Camp Director, while working closely with our head cooks and other staff. In addition, the assistant cooks perform daily cleaning of our dining hall and bathrooms.

### Primary Responsibilities

- Prepare appealing, attractive and nutritionally appropriate meals according to the specifications set.
- Assist with food orders
- Assist other kitchen staff in the preparation of meals and clean up duties
- Maintain a clean and organized kitchen and dining room to meet the standards set by the State Health Department and ACA (American Camp Association).
- Pack-out cabin cookouts and assist with trip food pack-out.
- Unpack and store food when delivered.
- Serve food at assigned meal times.
- Housekeeping duties in the kitchen, dining hall, and bathrooms.

### Knowledge, Skills, and Abilities:

- Ability to organize tasks
- Ability to work with campers and peers in a friendly and polite manner
- Ability to accept supervision and guidance
- Ability to teach/review health standards with staff

- Ability to provide basic health and safety assistance to campers and staff
- Ability to work well with others, from a variety of backgrounds
- Maintain Camp Fire Minnesota standards at all times

**Minimum Qualifications:**

- 1-year of post-secondary schooling or equivalent
- Experience in quantity cooking and food production
- Good character, integrity, and adaptability

**Desired Availability:**

- Available to attend Camp Training and help with meals from May 31 – August 30.
- Available to work afternoon and evening hours, typically 12:00-8:00pm.

**Pay Range:**

- \$200/weekly stipend plus room and board if desired.

**Application Process:**

Submit an application, [found here](#).

- Please direct questions to [hrcamp@campfiremn.org](mailto:hrcamp@campfiremn.org) (include the position title in the subject line)
- Fax: 952-378-1661
- Mail: Camp Fire Minnesota, Attn: Camp Staff, 4829 Minnetonka Boulevard, Suite 202, St. Louis Park, MN 55416

*Camp Fire Minnesota is an Equal Opportunity Employer. Applicants are considered without regard to race, color, religion, sex, national origin, age, veteran status, sexual preference, disability, condition or any other group protected by law*