

Organization: **Youth & Family Services (YFS)**

Department: **Nutrition**

Position: **Cook/Floater**

Status: **Full-Time**

Reports to: **Nutrition Director**

Location: **Rapid City, SD**

Work Schedule:

Work Days: **Monday through Friday**

Hours/Week: **30**

Non-smoking work environment. Wage DOEQ. E.O.E.

Benefits: YFS strives to provide its employees with top-quality benefits. YFS employees are offered medical, dental, vision, long-term disability, and life insurance as well as multiple paid holidays, paid vacation and sick leave, 401K and retirement/pension options, and more!

Minimum Qualifications: High School diploma or GED preferred. Cooking and food service experience. Ability to work independently and deal effectively with the public. Ability to maintain confidentiality. Current vehicle liability insurance and a valid driver's license required.

Essential Functions:

- Comply with guidelines and regulations of Child and Adult Care Food Program (CACFP), Summer Food Service Program, Health Department, Fire Department, and agency policies and procedures.
- Help with meal preparation, cleanup and other duties as assigned by Food Service Supervisor.
- Responsible for assisting with the preparation of nutritious meals and snacks.
- Responsible for the preparation and setting up of the meals for meetings and special events.
- Ensure proper safety and sanitation procedures are followed with use of kitchen equipment, food storage, food preparation, and handling of food.
- Work cooperatively with all staff, agency programs, children, parents, cultural groups, and maintain confidentiality and respect for all individuals.
- Will assume responsibility of the Food Service Supervisor's position during his/her absence or to accommodate program needs and nutrition staff coverage.
- May be asked to begin a day between 6-8 a.m. or another time.
- May need to work into the evening depending on the special meetings or groups served by the Nutrition Program.
- May need to cover for any position across the Nutrition staffing schedule and responsibilities.
- Perform additional duties as assigned by supervisor.
- Attend all staff meetings and trainings as requested by supervisor.
- Staff member must be cross-trained to cover infant/toddler meal requirements, preschool children, school age and special function meetings.

Additional Functions:

Essential Functions: Must occasionally travel within city limits to regular meetings and to other program sites. Ability to lift up to 50 lbs. Position will be assigned to work at any of the YFS Nutrition sites where there is a need. Must be willing to work at any YFS site assigned to.

How to Apply: For consideration, an application for employment must be submitted to the YFS Human Resource Department. Application may be downloaded at: <http://www.youthandfamilyservices.org/careers/>. Please note that resume only will not be accepted.

How to Submit Application:

By email

In person or by mail: Youth & Family Services, 1920 N. Plaza Blvd., Rapid City, SD 57702

Other location: One Stop Career Center

Any questions? Call HR Team at 605-342-4195!