



Food Services and Housekeeping Associate

Job Description

Mission: To encourage youth, adults, and families to discover and strengthen a life-changing relationship with Jesus Christ through high-quality Christian camp experiences that consistently proclaim Jesus and reflect His love.

Vision: Lake Beauty Bible Camp is a place set apart where the heart, mind, body, and soul of every guest can encounter the living God.

Organizational Relationships:

- 1. During the Summer Season (from Memorial Day to Labor Day):**
 - a. Reports to and assists the Food Services Manager every workday.
 - b. Provides direction, oversight, and support for seasonal summer staff employed to work in Lake Beauty's kitchen.
- 2. During the Retreat Season (fall, winter, and spring months):**
 - a. Reports to and assists the Food Services Manager every weekend (including Fridays) and the Lead Housekeeper every weekday.
 - b. Provides direction, oversight, and support for interns and volunteers tasked with working in Lake Beauty's kitchen and housekeeping.

Position Overview:

The Food Services and Housekeeping Associate assists in providing guests with professional, consistent, and safe dining and lodging experiences. The duties of this position are twofold – when LBBC is hosting an event, he/she primarily aids the Food Services Manager in the preparation and serving of meals. During transition times between hosting events, he/she has the secondary responsibility of aiding the Lead Housekeeper in cleaning Lake Beauty's facilities.

Education and Experience:

- High School Diploma or GED

Job Responsibilities:

- 1. Kitchen Assistance**
 - a. Assist with meal preparation for various sized groups.
 - b. Temporarily supervise the operations of the kitchen when the Food Service Manager is absent.
 - c. Ensure that guests are served a reasonable variety of meal options.
 - d. Create menu alterations if needed.
 - e. Maintain a clean and orderly work environment within the kitchen and dining areas.
 - f. Work closely and delegate tasks to other workers (volunteers, summer staff, etc.).
 - g. Ensure that all sanitation, food storage and food preparation regulations are followed.
 - h. Deal appropriately and creatively with any food allergies or sensitivities.
- 2. Housekeeping Assistance**
 - a. Assist with cleaning guest spaces between usages.
 - b. Take part in a yearly cycle of deep-cleaning tasks.
 - c. Maintain a clean and orderly housekeeping storage closet.
 - d. Report maintenance needs to the Lake Beauty Properties department.
 - e. Work closely and delegate tasks to other workers (volunteers, interns, etc.).

Additional tasks: Work with area departments as needed to clean, prepare, and facilitate camp programming.

Knowledge, Skills, and Abilities:

- Ability to withstand prolonged standing, stretching, bending & kneeling without restriction.
- Ability to work in a fast-paced environment.
- Ability to manage time well and meet imposed deadlines.
- Ability to exercise independent thinking while keeping your supervisor updated.
- Basic interpersonal skills, and relationship building skills.
- Can lift or carry a minimum of 40 lbs.
- Have a basic knowledge of food prepping, baking, and cooking.

Type of Position: Full-Time, Salaried, Year-Round

Required Licensure/Certification:

- Possess a valid driver's license with a clean driving record.

Apply at lbbc.com/employment

Lake Beauty Ministries

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