



Position Title:	Casual camp Cook
Program:	Christie Lake Kids Camp
Requirements:	Kitchen experience required
Reports To:	Head Cook, Assistant Head Cook, Management Team
Contract length:	Aug 16 th - November 30 th
Salary:	\$250/day

Organizational Background

Christie Lake Kids (CLK) is a charitable organization that has been serving children and youth living in low income households in the Ottawa area since 1922. CLK provides year round services to children and youth through an excellent camp experience and strategically located city recreational opportunities through the STAR (Skills Through Arts and Recreation) program. Our mandate is to provide high quality recreation opportunities that help children and youth build the skills necessary for developing long-term resiliency.

Christie Lake Kids is an organization committed to reflecting the communities we serve, and we are deeply committed to equity in employment opportunities. Part of our commitment to building and maintaining a diverse workforce means that we encourage and will prioritize applications from those who have been equity-denied, including Indigenous Peoples, Black and racialized people, members of the 2SLGBTQIA+, etc.

Value of Working at Christie Lake Kids

As part of the Christie Lake Kids Staff team, kitchen staff gain valuable experience, skills, and opportunities that support their personal and professional growth. Benefits include:

- **Meals and Accommodation:** Provided during training, camp sessions and wrap up.
- **Transportation:** Transportation to and from camp from our pickup location.
- **Placement Hours:** Eligible students in job related fields can count their camp job experience toward placement or practicum hours, subject to approval by their academic institution.
- **Networking and References:** Build connections in the field and receive professional references upon successful completion of your summer contract.
- **Outdoor Environment:** Enjoy a unique opportunity to live and work in a natural setting with access to amenities such as canoeing, swimming, rock wall climbing, mountain biking, and more.

Job Summary

Christie Lake Kids provides high quality nutritious and delicious meals and snacks to all children and youth who participate in our programs. The Christie Lake Kids Camp food services team will



be tasked with managing this responsibility while adhering to safety standards and providing options to accommodate any allergies and dietary restrictions.

Camp cooks are members of the food services team who are responsible for supporting the day-to-day operations of Christie Lake Kids Camp food services. Camp cooks will work under the direction of the Head Cook/Assistant Head Cook and the Camp Director/Assistant Camp Directors.

Event dates:

- **August 16-22**
- **September 11-12**
- **September 22**
- **October 5-8**
- **October 13-14**
- **October 23-25**

*More dates may be added.

Kitchen staff will live onsite at our camp location in Perth, Ontario for all available dates. You are encouraged to contact the hiring team as soon as possible with any questions related to availability.

Schedule

Camp cooks will be expected to work 10 hours per day when supporting an event onsite. Scheduled shifts will be assigned in advance by the Head Cook/Assistant Head Cook and could include morning shifts, split shifts or evening shifts. Morning shifts will typically begin as early as 6:30am and evening shifts will typically end as late as 9pm.

Duties and Responsibilities

Including but not limited to:

- Assist with the preparation and service of all meals/snacks throughout the camp season
- Work alongside the Head Cook, Assistant Head Cook, Cooks and Kitchen Aid/Dishwashers
- Work evenings and weekends as required based on assigned schedule
- Maintain a professional and tidy personal appearance
- Follow food safety handler's regulations
- Assist with the receiving and organizing of food orders
- Support with dishwashing responsibilities (as needed)
- Support with the stocking of serving stations, cupboards, refrigerators and other assigned areas with necessary items (as needed)



- Assist with safe storage and labelling of food as well of the disposal of food when necessary
- Support with cleaning of all kitchen areas, i.e., sweeping/mopping the kitchen area, sanitizing surfaces, taking out garbage/recycling/compost etc.
- Assist with laundering kitchen rags and uniforms (as needed)
- Carry out any other responsibilities as designated by the Head Cook/Assistant Head Cook and/or Camp Director/Assistant Camp Director

Expectations

- Work in a manner that encourages risk management
- Incorporate and strengthen collaborative and interdisciplinary teamwork
- Maintain professional working relationships with all team members
- Professionally attend to all assignments
- Respect and value intersectional inclusion, diversity equity and accessibility
- Contribute to the organization's work by participating in meetings as necessary
- Participate in end of summer wrap-up tasks as designated by the Head Cook/Assistant Head Cook and/or Camp Director/Assistant Camp Directors
- Maintain a clean and hygienic work and personal cabin environment
- Fill in or support in other areas in the event that a team member is pulled away or sick

Desired Qualifications

- Previous experience in a cook role
- A clear Vulnerable Sector Check
- Food Safe Handler Certification
- Be of excellent character, modeling honesty, integrity and respect
- Possess enthusiasm, energy, patience and a sense of humor
- Desire to work within a kitchen environment in a dynamic recreational setting

Assets

- Experience working in a camp/overnight camp setting
- Standard First Aid with CPR-C

Physical Requirements

The ideal candidate must be able to complete all physical requirements of the job with or without reasonable accommodation.

Due to the nature of summer camp, candidates must be able to:

- Transport supplies/equipment up to 40 lbs
- Prolonged standing



- Fast paced/warm environment

How to apply

Interested candidates are invited to apply via email at camp@christielakekids.com. Please include an updated resume, a brief cover letter, and specify the position(s) you are applying for. Applications are reviewed on a rolling basis; therefore, candidates are encouraged to apply as soon as possible.

The hiring team can be reached via email for any questions about the process and/or positions. Positions will remain posted until filled.

**No alcohol, marijuana or other substances are permitted onsite. Please inquire about the Christie Lake Kids Camp smoking (tobacco/vapes) policy if applicable (19+).*