

Position Title: On-Call Facility Cook
Program: Residential Treatment Program
Program Location: Redmond, Oregon
Employment Status: On-Call
FLSA Classification: Non-Exempt, Hourly
Salary/Wage: \$20.00 - \$25.00 DOE

Summary: Provides necessary services to ensure that clients have nutritious and balanced meals while they are staying at the residential program. Provide meals using fresh, seasonal ingredients. The Facility Chef must be committed to the mission of the agency and furthering that mission in the community. Must understand and fully adhere to the BCTS Ethics Statement and company policies. The Facility Chef is also responsible for following proper and efficient food handler's practices.

Job Relationships:

- Reports to: Program Director
- Employees Supervised: None

Essential Functions and Responsibilities:

1. Manage and account for food inventory, purchase, and budget
2. Plan all meals at least a week in advance
3. Be responsible for all kitchen facilities, sanitation, care and maintenance of equipment
4. Ensure all health guidelines and standards are observed
5. Prepare three nutritious, balanced, from scratch meals per day for each of five "workdays" of week,
6. using seasonal and local ingredients
7. Keep all cooking and food preparation areas clean and sanitary
8. Manage client food & beverage rules and guidelines
9. Maintains strict confidentiality of all clients who are receiving services at this facility
10. Performs other duties as assigned by supervisor

Experience and Education Minimum Requirements:

1. Degree or certification from an accredited culinary program (preferred)
2. Must possess a current County Food Handler's License. License will be renewed and kept current at all times.

Knowledge, Skills and Abilities:

Have knowledge, skills, and abilities demonstrating competence in the following essential job functions:

1. Skills and experience in the preparation of food, purchase of food and food related items (e.g. spices, protective wraps) and the planning of nutritious balanced menus.
2. Responsible for following proper kitchen and food handling sanitation guidelines to ensure the safety of the clients and staff.
3. Able to work independently and also have the skills to be a team player.
4. Ability to get along with co-workers.
5. Able to network with all resources in order to provide the best customer service.

6. Skills and ability to use good customer service skills with the clients or family members seeking help from our program.
7. Be compassionate and caring in performing the job duties.

Tools and Equipment Used:

The Facility Chef will be expected to be familiar with and competent in the use of all kitchen equipment and utensils including stoves, refrigerators, microwaves, dishwashers, and any utensils and other equipment used in the proper preparation of food.

Physical Demands:

The physical demands inherent in this position are representative of those an employee would encounter while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing this job, the employee is regularly required to reach with hands and arms, to stand, walk, and use their hands to operate objects or controls. The employee is occasionally required to sit, climb, balance, stoop, kneel, crouch, or crawl, and to talk and to hear. The employee must occasionally lift and or move up to (25) twenty-five pounds.

Specific vision abilities required by this job include close vision and the ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position requires the employee to dress in a professional manner that meets the standards for professional employees in Deschutes County to present a businesslike image to clients, visitors, and the public. Acceptable personal appearance and proper maintenance of work areas is an ongoing requirement of employment.

To Apply:

Please complete the application using the link below, and submit along with a cover letter, resume with personal email address for correspondence, any applicable licenses, certifications or degrees with transcripts, and contact information for three supervisory/professional references.

[Application for Employment – BestCare \(bestcaretreatment.org\)](http://bestcaretreatment.org)