



Position Descriptions Kitchen Staff

General responsibilities are below. While most work will be within the specialty, day to day life can change quickly and we may ask you to fill in for another roll. Tasks will be assigned on a week to week basis, and we will follow that schedule barring any emergency changes.

General Job Description Responsibilities

- Contribute to the overall Pilgrim Heights operations.
- Interact with guest in an accommodating, understanding, flexible, open, friendly and helpful way.
- Attend staff meetings as scheduled.
- On-occasion, assist with other activities as needed including the primary areas above and/or:
 - Building & Grounds maintenance
 - House-keeping
- Perform other tasks as assigned.

General Requirements

- 16 years of age or older and ideally will have completed high school.
- Willing and able to work in cooperation with others in our community to accomplish the common goal of providing a safe, friendly, positive atmosphere for persons from a wide range of ages, interests and backgrounds in which all may develop a more keen appreciation for nature and each other.
- Open and welcoming to people of all lifestyles and faiths.
- Show genuine concern and a sensitive rapport with people.
- Accept suggestions and praise.

Essential Functions:

- Be able to appropriately assist in the case of an emergency.
- Able to lift up to 50 lbs, carry it 25 ft, and place on a shelf 3 ft high.
- Visual and auditory capabilities to fulfill the job.
- Be able to safely operate and handle light housekeeping equipment – vacuum, step ladders.
- Be able to safely load and unload food supplies to and from the pickup truck bed.

Under the direction of:

- Ashley Gratopp

Food Service Positions (6)

Responsibilities: Staff is responsible for general food services as well as any special dietary needs. Staff is required to follow posted health safety standards and is responsible for the cleaning of kitchen equipment, facility and supplies including washing of wash cloths and hand towels.