

Position: Assistant to the Chef

Reports to: Executive Director; Direct Supervision by Executive Chef

Hours: 8:30am to 1:30pm Monday-Friday

General Description:

Our Daily Bread (ODB), a 501c3 community soup kitchen in Denton for **18** years, serving an average of over **300** meals each day, has an immediate opening for an Assistant to the Chef position. In this fast-paced environment, you will be responsible for assisting the Executive Chef in daily meal planning, preparation, and inventory management. This position requires you to work with and guide individual and group volunteers. Strong communication, problem solving, and time management skills are key.

Job Requirements:

1. Must have or be willing to obtain a current Denton County Health Card
2. Previous experience working in a commercial kitchen is preferred
3. Strong organization skills required
4. Ability to lift 50 lbs. repetitively
5. Ability to verbally communicate and give directions
6. Must be reliable
7. Willing to take verbal & written direction and carry out those directions without direct supervision or assistance
8. Must be able to stand for 4 hours or more at a time
9. Ability to reach overhead (to remove or replace food containers from shelves)

Job Description:

1. Work with volunteers to manage daily breakfast set up.
2. Work with Chef to begin food prep for lunch.
3. Maintain freezer, cooler and storage sheds daily ensuring compliance with ODB's inventory management procedures.
4. Maintain acceptable sanitation and safety standards in kitchen at all times.
5. Coordinate volunteer staffing for the kitchen with the Volunteer Services Coordinator.
6. Train volunteers on safety procedures & proper food handling/food safety procedures.
7. Direct activities of volunteers in food prep, dish washing, food serving, & clean up/teardown activities.
8. Lift heavy pots on and off of stove.
9. Organize and maintain cooler/freezer-remove out of date, spoiled, or contaminated food products.
10. Work with volunteers, Chef and Pantry Coordinator to record, receive, and organize daily food and non-food donations.

Application Procedures: Please submit resume and references to odbexecdirector@gmail.com