



FOOD SERVICES ASSISTANT

Job Description

OBJECTIVE

The Food Services Assistant will support the Food Services Manager in resourcing food service operations, personnel and facilities in order to ensure compliance with health and safety regulations as they model hospitality, flexibility and excellence to all.

SCOPE

- Part-Time // Non-Exempt // Hourly (approximately 15 hours per week)
- Evening and weekend (Sunday) shifts required
- Ministry Staff // Hospitality Ministries // Reports to Food Services Manager

RESPONSIBILITIES

NHC Staff

- Be a champion of NHC's vision, leadership and ministries
- Work collaboratively with other NHC ministry leaders to cultivate partnership and effectiveness
- Participate and invest in NHC staff community
- Embrace any additional opportunities as assigned to contribute to NHC's ministry impact

Food Services

- Extend hospitality to all people as an ambassador of Christ and New Hope Church
- Provide primary support for Food Services Manager in menu planning, supply procurement, room set-up, food preparation and service, staff coordination and facility clean-up for all applicable events
- Serve in Café Sunday mornings in various roles as needed (food prep, expediting orders, coordinating staff, etc.)
- Function as cook on Sunday mornings to fulfill hot meal orders as part of the Café service
- Under the direction of the Food Services Manager, prepare food, serve, and sanitize kitchen items in compliance with the ServSafe and Hennepin County Health Department regulations
- Assist in training and working with food service personnel, student/family workers and volunteers
- Assist in overseeing all kitchen spaces on NHC campuses, ensuring they are organized, clean and fully stocked
- Demonstrate flexibility and creativity in planning and implementing menus that accommodate event styles as well as special dietary needs
- Collaborate with ministry leaders and/or event hosts to provide excellent customer service for all events

PROFILE OF PREFERENCE

- Growing relationship with Jesus and alignment with NHC's Statement of Faith
- Committed to NHC as a local church and eligible for church membership
- Hospitable and welcoming
- Organized and flexible
- Health and safety conscious
- Prior kitchen/cooking experience desired (but not required)
- Completion of ServSafe certification required following hire (fees paid by New Hope Church)