

Job Title:	Kitchen Cook	Department:	Kitchen
Status:	Hourly	HR Revision Date (Date/Initials):	08-31-2023-CR
Manager Report:	Director of Dining Services		

About the Organization

Inspiration Ministries (IM) is a faith-based provider of services and programming for adults with disabilities located near beautiful Lake Geneva, Wisconsin. IM stands out from other residences because of our warm, loving, family environment and Christ-centered vision. All our Residents are treated with dignity and respect by a staff that is passionate about seeing each person grow in his or her highest level of independence.

Mission Statement

“Helping people with disabilities **THRIVE** in Christ-centered community.”

Core Values

- ✓ We believe in the authority of God’s Word
- ✓ We believe Jesus Christ is central to all we do
- ✓ We believe in the value of every person, no matter their ability
- ✓ We believe in humble service
- ✓ We believe in helping people achieve their very best
- ✓ We believe in transparency and integrity in all we do

STARS Standard

Inspiration Ministries’ mission is one of achieving the very best for the Residents who trust each employee with their lives. The act of achieving the very best for Residents is both a team and individual effort which allows employees to strive for the STARS. That means Inspiration Ministries employees agree to achieve STARS Standards each and every day as outlined below.

- **Servant** – One who is Christ-like, humble, helpful, committed and empathetic.
- **Team** – One who draws people together, unifies, encourages shared ideas, and fosters open communication.
- **Achiever** – One who is loyal to the mission and goes above and beyond to achieve goals that move the ministry forward.
- **Respect** – One who is kind, patient, and affirms the value of others while being open and approachable.
- **Skilled** – One who uses their knowledge, gifts, skills, and expertise to perform their job exceptionally, is teachable, and continually pursues professional growth.

Kitchen Cooks

Cooks are responsible for delivering food that is not only delicious and cooked to the specifications of the resident but that is safe and fresh as well.

Requirements

Average Number of Hours: ____

Status: Hourly (non-exempt FLSA)

Years of Experience _____

Education: High School Diploma (GED)
Average Number of Hours: __ hours
Status: Hourly (non-exempt FSLA)
Pay rate: _____ per hour
Must be willing to work a flexible work schedule.

Position Responsibilities

Primary Responsibilities

DAILY

- Food Prep]
- Cook
- Ensure compliance with individual resident dietary restrictions.
- Take orders
- Take the temperature for cookers and freezers.
- Check chemical level for sink and dishwasher.
- Turn off all equipment.
- Sweep and mop the floor.
- Mark residents for meal

WEEKLY

- Assist Manager with ordering and scheduling.
- Grill Tuesday
- Make muffin or cake.
- Puree fruit
- Puree vegetables

MONTHLY

- Sharpen knives.
- Relias Training.