



Surf Camp, Inc.  
7213 Ogden Business Lane  
Suite 214  
Wilmington, NC 28411  
[www.wbsurfcamp.com](http://www.wbsurfcamp.com)  
[www.seaturtlecamp.com](http://www.seaturtlecamp.com)

# Cook Summer Position

## Overview

A Cook for Surf Camp, Inc. must be a multi-talented individual with a strong desire to assist in the overall food-service operation of Surf Camp, Inc. including preparation, service, sanitation, and customer service. Applicant must provide nutritious, well-prepared meals and snacks for all campers, staff and guests. Applicant should have a passion for conservation and enjoy working with teens. The applicant must provide feedback to all Surf Camp, Inc. staff and volunteers. Applicant is responsible for ensuring students stay safe while having an awesome and life enriching experience.

## Skills & Qualifications

### Minimum Qualifications

- ❖ At least 19 years of age
- ❖ Knowledge of and experience in food service
- ❖ Knowledge of standards of food preparation and serving, storage of food, and kitchen procedures
- ❖ Willing to work long hours while maintaining energy and stamina
- ❖ Strong communication, decision making, logistical, and organizational skills
- ❖ Enjoy working with campers in residential camp setting
- ❖ No conflicting summer commitments including travel, work, or other leave of absence
- ❖ Able to pass a government background check
- ❖ Cell phone

### Desired Skills

- ❖ Associate's or Bachelor's in Culinary Arts
- ❖ Bilingual – English and Spanish

## Principal Responsibilities

During the summer months, we operate overnight marine biology and surf camps for teenagers varying in length from 6 days up to 2 weeks. Additional staff members will assist you in the preparation of and serving of all camp meals and snacks.

Individual must maintain a strong skill set in the following areas: sanitation, food preparation, and inventory management, as well as have a solid attention to detail. These skills are crucial in order for you to provide the best possible experience for each camper. Programs do require work on weekends and holidays, though there is some time off between camps to recharge.

Surf Camp, Inc. staff responsibilities are listed below but may not be limited to this list.

- ❖ Assist in the day-to-day operations of the camp's food service
  - Prepare nutritionally balanced meals, snacks and pack-out foods
  - Prepare and serve meals and snacks in a safe, efficient and timely manner
  - Prepare and cook food as the menu indicates; utilizing boiling, broiling, steaming or roasting of meat, poultry, vegetables, salads, soups and gravies
  - Prepare food: including, washing, peeling and chopping
  - Bake breads, muffins, and dessert items
  - Ability to maintain proper food temperatures and assess condition of food
  - Set up food, supplies and utensils for dining hall distribution
- ❖ Assist with inventory management
  - Effectively manage inventory of food supply and kitchen equipment
  - Report any needed repairs to equipment in a timely manner

- Communicate changes in inventory to Food Service Manager
- Maintain routine sanitation and upkeep of the kitchen, equipment and facilities
- Maintain high standards of cleanliness, sanitation, and safety
- Clean, sanitize and maintain all food preparation equipment, kitchen floors and food storage areas
- Wash, dry, and fold all kitchen laundry (towels, aprons, etc.)
- Wash all utensils, pots and pans, prep and dining hall dishes
- Reduce waste, reuse items and recycle as much as possible
- Adhere to all established health code regulations
- ❖ Work as a member of the camp staff team
  - Maintain effective communication with administrative camp staff
  - Attend staff orientation sessions as required
  - Follow camp schedule and remain flexible to any changes that may arise
  - Assist other staff working in the kitchen
- ❖ Get to know campers and make them feel welcome, included, and accepted
- ❖ Follow proper Accident Protocol when necessary
- ❖ Be knowledgeable about Surf Camp, Inc. as a company
- ❖ Assist daily setup and breakdown responsibilities
- ❖ Serve as a positive role model for youth

## **Physical Requirements**

- ❖ While performing the duties of this job, the employee is regularly required to talk and hear.
- ❖ Constant standing with some walking, be able to work in a standing position for long periods of time (up to 8 hours).
- ❖ Be able to reach, bend, stoop and frequently lift/move up to 35 pounds and occasionally 50 pounds.
- ❖ Varying schedule to include evenings, holidays and extended hours as business dictates.
- ❖ The noise level in the work environment is usually moderate to loud.
- ❖ Specific vision abilities required by this job include close vision and distance vision.
- ❖ While performing the essential functions of this job, the employee is usually indoors, in a controlled environment, and experiences a moderate noise level in the work environment.

## **Compensation**

We offer a summer stipend, ranging from \$400-\$500 per week, and is based on experience. In addition, the compensation package will include accommodations and meals during the summer program. Based on the completion and success of the job duties, an end of season bonus will be available. On-site training on our specific expectations, policies, and procedures will be provided.

## **Position Duration**

Programs run from early June – early August on Topsail Island, NC. Candidates would need to attend mandatory staff training in the beginning of June.

## **About Surf Camp, Inc.**

Surf Camp, Inc. is a leader in the growing world of learn-to-surf and marine science adventure camps. Its brand symbolizes a long-standing commitment to technical instruction expertise and ocean safety awareness which is evident in their three main core values: "Safety, Learning, and Fun!" They develop and conduct a diversified mix of summer camps for kids and teens, as well as adult travel adventure programs.