

POSITION: Head of Food Services

EMPLOYEE STATUS: Part-time

POSITION DESCRIPTION:

Our school is a vibrant place where growing, learning, and change is exciting us all, and our spaces are being fully utilized. We are seeking an individual to head up our Food Services, which produces delicious pigs-in-the-blanket and supports the general fund.

JOB REQUIREMENTS

- Lead the vision for the ministry of SOCS Food Services with godly character and excitement to grow the business.
- Report to SOCS Food Services Board monthly (including SOCS Administrator)
- Act as the point person for MDARD inspections and licensing, and ServSafe certification.
- Schedule and manage food services staff and volunteer crews, training, communicating, and delegating appropriately.
- Maintain inventory and system for ordering supplies as needed (using the Food Services credit card).
- Collaborate with SOCS marketing and fundraising efforts to grow the business, include the SOCS community, and support Christian education through this ministry.
- Oversee freezers being stocked at the school and “the Bin,” and where sales may be arranged.
- Fulfill the SOCS Food Services commitment to the SOCS General Budget annually, as established at the annual SOCS Society Meeting (held in May).
- Ensure that money is collected from Venmo and sales locations, make deposits. (Financial reports will come monthly from the SOCS bookkeeper and be presented at SOCS Food Services board meetings).

EDUCATION & CERTIFICATIONS

Food service experience in commercial environments preferred. Leadership experience a plus. Must have excellent communication and organizational skills, and love serving the students and community of South Olive.

RELATED BENEFITS

- Working in the midst of God’s presence, provision, and blessing
- Paid hourly (pay could possibly be applied to tuition)
- Flexible schedule

- Family-friendly workplace, and family-like community