



Job Title: Lead Cook - Moonlight Amphitheater	Venue: 404 Euclid
Company: KFG	Department: Culinary
Reports To: Manager	Supervises People (Y or N): Yes
Exempt or Non-exempt: Seasonal-Hourly	Number of Direct Reports: 1-5

SUMMARY

Responsible for managing a recognized culinary department of Kitchens for Good at the Moonlight Amphitheater in Vista CA. The Lead Cook has the responsibility to oversee the specified kitchens' food production and staff.

The Lead Cook consults with the Executive Chef/Banquet Chef and/or Manager to ensure the area of responsibility includes scheduling, food preparation and production, food cost control, compliance with food safety and sanitation policies, cleaning, kitchen safety, employee/student training and supervision, event planning support, and any other tasks assigned by the Manager or Executive Chef.

The Lead Cook actively supervises, coaches, counsels, directs, trains and mentors employees and culinary students in meeting company quality standards. The Lead Cook participates in all employment actions such as hiring, termination, suspension, discipline, promotion and transfer. The Lead Cook fosters a teamwork environment by providing oversight and resolution responsibility for employee performance issues. The Lead Cook will ensure a positive, harmonious, compliant and cooperative work environment.

This is a key position for the effective and profitable operation of the business. The Lead Cook must maintain excellent attendance and be available to work a variable event-driven schedule which includes evenings and weekends. Open availability, professional presentation, outstanding interpersonal skills and self-direction required.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- ❖ Assist in the plans menus for all food related events and locations.
- ❖ Schedules and coordinates the work of cooks and other kitchen employees to assure that food preparation is economical and technically correct and within budgeted labor cost goals.
- ❖ Approves the requisition of products and other necessary food supplies.
- ❖ Ensures that high standards of sanitation, cleanliness and safety are maintained throughout all kitchen areas at all times.
- ❖ Establishes controls to minimize food and supply waste and theft.
- ❖ Safeguards all food preparation employees by implementing training to increase their knowledge about safety, sanitation and accident prevention principles.
- ❖ Assist in developing standard recipes and techniques for food preparation and presentation which help to assure consistently high quality and to minimize food costs; exercises portion control for all items served and assists in establishing menu selling prices.
- ❖ Performs necessary nutritional analysis as needed for menus and individual menu items.
- ❖ Takes corrective action as necessary to help assure that financial goals are met.



- ❖ Consults with the Executive Chef and/or Manager about food production aspects of special events being planned.
- ❖ Cooks or directly supervises the cooking of all items.
- ❖ Ensures proper staffing for maximum productivity and high standards of quality; controls food and payroll costs to achieve maximum profitability.
- ❖ Evaluates food products to assure that quality standards are consistently attained.
- ❖ Interacts with food and beverage management to assure that food production consistently exceeds the expectations of members and guests.
- ❖ In conjunction with F&B management team, assist in maintaining a high level of service principles in accordance with established standards.
- ❖ Evaluates products to assure that quality, price and related goods are consistently met.
- ❖ Establishes and maintains a regular cleaning and maintenance schedule for all kitchen areas and equipment.
- ❖ Provides training and professional development opportunities for all kitchen staff.
- ❖ Ensures that representatives from the kitchen attend service lineups and meetings.
- ❖ Periodically visits dining area when it is open to welcome members.
- ❖ Support safe work habits and a safe working environment at all times.
- ❖ Perform other duties as directed.

OTHER RESPONSIBILITIES

- ❖ Participate in, and support, special events including fundraisers and cooking demonstrations
- ❖ Support, as needed, Kitchens for Good's day-to-day food production

QUALIFICATIONS

- ❖ Technical proficiency and experience demonstrating verifiable knowledge of food preparation methods.
- ❖ Ability to positively interact with diverse personalities, including co-workers, subordinates, guests and purveyors in a variety of work situations. Must have active listening and effective communication skills.
- ❖ Ability to develop results-oriented staff through effective training, evaluation, motivation, coaching and counseling. Ability to assist others in developing needed skills for effective job performance.
- ❖ Ability to positively distribute responsibility to others to meet objectives and achieve desired results.
- ❖ Ability to recognize problems and to creatively and expeditiously find solutions. Ability to set priorities and use initiative; solid decision-maker.
- ❖ Ability to be detail-oriented, multi-task and effectively prioritize in a continuously changing environment.
- ❖ Ability to be self-directed while working in a team-oriented environment.
- ❖ Ability to work a flexible schedule; able and willing to work nights, weekends and long hours.



EDUCATION and/or EXPERIENCE

- ❖ Minimum of 1 years' kitchen management experience in a full service restaurant or events venue, Professional certification a plus, Culinary Education/degree will be the equivalent of up to 2 years of work experience
- ❖ Demonstrated and verifiable track record of meeting projected costs.
- ❖ Professional appearance and presentation required.
- ❖ Knowledge of and skill in using computer software, including MS Word/Excel/Outlook, MICROS POS, Chef Tec and Foodtrak.
- ❖ Maintains a current Food Handler's card and alcohol service permit if required by state or local government.
- ❖ Working knowledge of employee scheduling in a hospitality environment.
- ❖ Ability to obtain and maintain certification in a nationally recognized sanitation program.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; and stoop, kneel, or crouch. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision and distance vision.

WORK ENVIRONMENT

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. The employee understands that due to the nature of the Catering/Events business that the number of hours worked will be dependent on the number of events and that it is a requirement of this job to work the hours needed to accomplish all tasks to the standards set forth in this document. This will, on occasion, require working long days, in addition to nights and weekends as business dictates.

ACCOUNTABILITY

For the overall achievement of the above responsibilities, the Executive Sous Chef reports to the Executive Chef Manager.

To apply fill out our online application at:
<https://kitchensforgood.org/employment-application/>