



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

YMCA COOK

Job Title: **Cook**

FLSA Status: Part-Time; Non-exempt

Reports to: Childcare Director

Job Grade:

Revision Date: 06/17/2021

Primary Function/Department: Child Care

POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit committed to strengthening community through youth development, healthy living and social responsibility. Develops, organizes and implements high quality, healthy food options for program participants.

OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

ESSENTIAL FUNCTIONS:

1. Cooks all food in a timely manner and follows CACFP guidelines.
2. Assures compliance with federal, state and local regulations as they relate to program areas.
3. Ensures that YMCA program standards are met and safety procedures followed.
4. Attends all food programming trainings, and helps implement HEPA standards
5. Provides for upkeep of assigned program facilities and equipment and ensures the physical environment supports healthy living.
6. Maintains proper records/department files.
7. Compiles food program statistics. Monitors and evaluates the effectiveness of the food being served, consumption, and changes to menu accordingly.
8. Performs other duties as assigned such as dishes, cleaning of the facility, etc.

YMCA COMPETENCIES (Team Leader):

Mission Advancement: Models and teaches the Y's values. Ensures a high level of service with a commitment to changing lives. Provides volunteers with orientation, training, development, and recognition. Cultivates relationships to support fund-raising.

Collaboration: Champions inclusion activities, strategies, and initiatives. Builds relationships to create small communities. Empathetically listens and communicates for understanding when negotiating and dealing with conflict. Effectively tailors communications to the appropriate audience. Provides staff with feedback, coaching, guidance and support.

Operational Effectiveness: Provides others with frameworks for making decisions. Conducts prototypes to support the launching of programs and activities. Develops plans and manages best practices through engagement of team. Effectively creates and manages budgets. Holds staff accountable for high-quality results using a formal process to measure progress.

Personal Growth: Shares new insights. Facilitates change; models adaptability and an awareness of the impact of change. Utilizes non-threatening methods to address sensitive issues and inappropriate behavior or performance. Has the functional and technical knowledge and skills required to perform well; uses best practices and demonstrates up-to-date knowledge and skills in technology.



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

QUALIFICATIONS:

1. Associate's degree in related field or equivalent, but not required.
2. One to two years related experience preferred
3. Must be at least 19 years or older.
4. Must complete YMCA Child Abuse, CPR, and First Aide trainings within 30 days of hire.
5. Must fulfill all State of Nebraska trainings within the State's required guidelines.
6. Ability to relate effectively to diverse groups of people from all social and economic segments of the community.

WORK ENVIRONMENT & PHYSICAL DEMANDS:

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- Sufficient strength, agility and mobility to perform essential functions of position and to safely supervise children's activities.

SIGNATURE:

I have reviewed and understand this job description.

Employee's nameEmployee's signature

Today's date: _____