



<b>Job Title:</b>	<b>Food Service Coordinator</b>
<b>Location:</b>	Mount Gilead, OH / Remote
<b>Job Status:</b>	Full Time
<b>Reports to:</b>	Food Service Manager / Chef

The Food Service Coordinator will be responsible for providing support to the Food Service Manager while exhibiting leadership and strong work ethic in the kitchen.

### *Responsibilities*

- Prepare a wide range of foods and baked goods
- Maintain a clean, sanitary and safe culinary environment
- Support, lead and evaluate seasonal food service staff, volunteers, and interns
- Manage the camp vegetable garden (if applicable)
- Adhere to all sanitation and food handling procedures in accordance with Morrow County Health Department
- Lead the kitchen in absence of Food Services Manager
- Perform administrative task including but not limited to: food ordering, menu pricing, recipe/menu writing, phone communication, email correspondence, data entry, and creating reports, etc.

### *Required Skills & Experience*

- Knowledge of food preparation for special diets / dietary restrictions
- Proficiency in commercial kitchen processes
- Ability to lift 50 lbs

### *Preferred Skills & Experience*

- 2-4 years of comparable high volume food service experience
- Valid driver's license

### *Expectations & Requirements for all Flying Horse Farms Staff*

We live our Values. We are each responsible for knowing our values and nurturing our culture:

- **We are All In.** We demonstrate a willingness to do what it takes to get the job done, we are supportive and loyal, show up present and ready and we are passionate about "Campers First."
- **We have an Attitude of Optimism.** We find what's working and make more of that happen, demonstrate adaptability within ambiguity, spread joy and hope and ensure everyone we interact with feels "Welcomed Home."
- **We are Trustworthy.** We are consistent, dependable, and steady, truthful and operate with transparency, take ownership for our work and "See the Best" in others.
- **We Take Initiative.** We are driven, work towards goals with fortitude, pay attention to details and find innovative solutions with "Fearless is Free" attitudes.

### *One Barn*

At Flying Horse Farms, we believe in providing opportunities to engage and learn cross departmentally. To demonstrate this and underscore our operating core value of All In, every employee at FHF participates in organization-wide and/or cross departmental efforts. While included in all team member position responsibilities is the agreement of "other duties as assigned" or "not assigned," we

at FHF desire to be All In and agree to and partner on tasks, projects, and teamwork that support the operations and mission of the organization by completing tasks or assignments that may normally fall outside of your job description. Examples of this include but are not limited to fundraising, event assistance, program participation, facilities assistance work, "volunteering/working" for a camp session, and supporting alternative revenue efforts as appropriate. At FHF we fondly refer to this approach to All In as The One Barn.

*Flying Horse Farms provides magical, transformative camp experiences for children with serious illnesses and their families – free of charge. Located on 200 acres in Mt. Gilead, Ohio, camp first opened its gates in 2010 and hosts about 900 children and families each year.*

*Flying Horse Farms is the first camp in the Midwest to become a full member of the SeriousFun Children's Network. Founded in 1988 by actor, philanthropist and Ohio native Paul Newman, the Network is a community of independently managed and financed camps and programs creating opportunities for children with serious illnesses and their families. The Network has evolved from one camp to a global community serving 732,000 children and families across five continents.*

*The children who attend camp have illnesses including cancer, heart conditions, rheumatoid arthritis, blood disorders, asthma, gastrointestinal disorders, and facial anomalies.*

*At Flying Horse Farms, for a weekend or week at a time, being sick takes a backseat to being a kid. And fun is priority number one. Campers participate in activities like swimming, boating, fishing, archery, high ropes and arts and crafts. Campers receive first-rate care at our on-site health center, staffed 24/7 by medical professionals from children's hospitals across Ohio and beyond.*

*Flying Horse Farms is an ACA-Accredited Camp with the American Camp Association.*

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_