

LBC Head Cook



LUMSDEN
Beach Camp

General Information:

Location: Lumsden Beach, SK

Term: June 24, 2025 – August 27, 2025

Pay: \$7,200 - \$7,500 (based on experience) for the period (lodging and meals are also provided)

Requirements:

- Experienced in preparing, cooking, and serving meals for a large number of people and providing for those with food allergies and dietary preferences or requirements.
- Completion of Department of Health Food Handlers Course within the past 5 years (or willingness to complete before commencing position)
- Must provide a Police Record Check in order to be cleared for working with vulnerable persons as well as provide a minimum of 3 references.
- Familiarity with summer camp, particularly LBC an asset.
- Adheres to the United Church Camping Standards, Saskatchewan Camping Accreditation Standards and Lumsden Beach Camp's Policies and Procedures.
- Knowledge of and interest in basic nutritional principles
- Must be friendly, flexible, cooperative and work well in a team environment.
- Environmentally conscious.
- Responsible, punctual, organized, and self-motivated.
- Have the ability to carry out the physical aspects of the position
- Experience with training & supervision is a definite asset
- Must live onsite, working exclusively for Lumsden Beach Camp from June-August (with the ability to leave camp property once duties have been completed and have checked in with the Director).

Responsibilities:

- Ensure all health regulations and LBC Kitchen policies are maintained in the kitchen and dining area.
- Be involved in getting kitchen ready for the summer and closing kitchen at the end of the summer.
- Ensure the kitchen and Dining Hall are thoroughly cleaned at the end of the day.
- Prepare, cook and serve food for all campers, hired staff and volunteers at camp.
- To consult with the Director about the special food requirements of staff, volunteers and campers, and to make provision for these requirements.
- Prepare balanced menu and order groceries based on the Canada Food Guide.
- Ensure all meals are nutritious, ample, and on schedule.
- Have an environmentally conscious mind when creating menus (limit individual packaging, food waste, and overly processed foods).
- Plan a daily work schedule for self and kitchen staff: assign tasks, arrange daily breaks, rotate responsibilities, and maintain a positive team environment.
- Welcome and provide orientation, training and supervision to assistant cook and volunteer kitchen helpers.
- Develop and maintain a cooperative working relationship with other staff, campers and volunteers.
- Organise with Assistant Cook in order to limit each other's working time to 8 hours/day.
- Inform camp director of any perceived problem with any camper, staff or camp property.

- Place food orders as necessary in consultation with supplier and maintain records of food purchases and menus.
- Anticipate purchase needs well in advance in order to promote efficiency.
- Prepare and submit a written (typed) report to the Camp Director and Food Committee Chair within two weeks of the end of camp providing suggestions, recommendations; and bringing forward any concerns.
- Be involved in other areas of camp life as required or as schedule permits.
- Take on other duties as required Camp Director

Goals and Purpose of Lumsden Beach Camp:

Lumsden Beach Camp is part of the United Church of Canada, a liberal, progressive Christian denomination, rooted in social and environmental justice, committed to reconciliation and learning right relationships, and to an affirming welcome of all peoples, regardless of race or religion, ability, gender and gender expression, sexual orientation, or economic background.

We seek to provide a safe place for children and youth to explore their own sense of self, personal leadership, explore their own understanding of spirituality, and their connection to the sacred – while learning new skills and developing independence in an inclusive, camper-centred environment. While we do not require our staff members to hold any particular religious or spiritual beliefs or convictions, we do ask that all staff members affirm the importance of these goals, help us create this environment, and participate as fully as their particular job duties allow, in all facets of the camp community.

Please submit a cover letter and resume to info@lumsdenbeachcamp.com no later than April 30, 2025. For more information or to ask any questions about this exciting opportunity, contact our Executive Director, Kylie at 306-510-6135 or the email above.