

Kitchen Assistant Internship Description

Overview:

Bright Futures for Youth (BFFY) is providing a one-year paid internship for the role of Kitchen Assistant. This is an ideal position for a person who is new to the food service industry and is eager to learn how to work in a commercial kitchen and grow their kitchen/culinary skill set. This role will require a CA ServSafe Food Handler's Certification, which is included in the training for the internship.

No previous experience is necessary, as the applicant will work closely with the kitchen manager and receive training in a variety of skills and responsibilities to become an integral part of the engine that makes the kitchen and nutrition program work. This is a grant-funded, full-time, non-exempt internship position for one year and is supervised by the Kitchen and Nutrition Program Manager.

Duties:

The kitchen assistant position plays both support and leadership roles. Responsibilities include, but are not limited to:

- Food prep and proper storage
- Dinner service - Selecting proper serving dishes/utensils, setting up for service promptly, and serving our youth with a smile
- General cleaning - Dish washing, wiping counters/stove tops/ovens/fridge/freezer, sweeping/mopping,
- Deep cleaning- Wiping walls, checking/cleaning grease traps, checking/cleaning floor drains, cleaning lower shelving, and often overlooked areas
- Special event prep and service
- All while working alongside and guiding our BFFY volunteers.

Expanded duties the kitchen assistant will be trained for include (but are not limited to) inventory management, dehydrator program, assisting with our cooking and nutrition classes, as well as learning our recipes and how to plan for, oversee, and cook/serve them.

Qualifications:

- High School Diploma or GED
- Desire to learn in the kitchen
- Attention to details (for example, when implementing recipes)
- Ability to stand for extended periods
- Ability to work in a fast-paced environment

- Ability to lift 50 lbs safely, possibly multiple times a day

Skills:

- Able to work well on a team and independently
- Excellent communication skills
- A positive, growth mindset
- The ability to ask for help or retraining when needed
- Effective organizational and time management skills
- Flexibility to switch tasks as needed and prioritize multiple tasks
- Good problem-solving skills
- Understanding the importance of health and hygiene
- Proficiency in use of computers (i.e., Microsoft Office programs, data entry, etc.)

Equal Employment Opportunity

Bright Futures for Youth provides equal employment opportunities to all qualified individuals without regard to race, creed, color, religion, national origin, age, sex, marital status, sexual orientation, or non-disqualifying physical or mental handicap or disability.

Americans with Disabilities Act

Applicants as well as employees who are or become disabled must be able to perform the essential duties and responsibilities either unaided or with reasonable accommodation. The organization shall determine reasonable accommodation on a case-by-case basis in accordance with applicable law.

Job Responsibilities

The above statements reflect the general duties, responsibilities and competencies considered necessary to perform the essential duties and responsibilities of the job and should not be considered as a detailed description of all the work requirements of the position. Bright Futures for Youth may change the specific job duties with or without prior notice based on the needs of the organization.