



### **Position: Chef / Food Service Director**

#### **Overview:**

Join a thriving ministry located on the shores of Lake Michigan in Northwest Michigan. Camp Arcadia, a Lutheran (Christian), family resort and retreat center has served guests for 100 years and has never been stronger. We do not serve traditional “camp food,” but rather high quality meals, often from scratch, which are a highlight of the Camp Arcadia experience. You would be responsible for providing creative and healthy family-style meals for our retreat guests while embracing a culture that emphasizes hospitality. As our new chef / food service director you would join a dedicated leadership team and receive a competitive salary (\$40K - \$60K), retirement benefits, and health insurance benefits for you and your family. The start date could be anytime between January and May 1, 2023.

#### **Job Description:**

The chef provides leadership, direction, and management of Camp Arcadia’s food service department. You are a manager and a maker, meaning you train and delegate responsibilities to your staff and also work with them to physically prepare the food. The chef should be passionate about creating a generous hospitality environment and strongly committed to guest services. Here are the major responsibilities:

- Provide meals for 100 - 250 people three times a day during our season, which runs from the end of May to the end of October. We serve family style meals along with some buffet meals. We strive to make most items from scratch and to use locally sourced ingredients when possible and affordable.
- Manage our seasonal staff (12 - 16) through training, mentoring, delegating and helping them grow in their culinary and serving skills.
- Lead the front and back of the house - food prep, serving, and kitchen and dining room clean up - with help from seasonal young adult leaders.
- Plan creative menus involving local ingredients whenever possible, while also accommodating dietary restrictions such as gluten free, dairy free, vegetarian/vegan, and food allergies.
- Prepare and manage a \$200,000+ food budget.

- Assist in interviewing and selecting our seasonal staff during the off-season.
- The chef is a full-time position in the kitchen during the season (May - Oct) and in the office or in facility management in the off months. That being said, we are open to some remote work in the off-season or a seasonal position. If the chef were to be a seasonal position, this would impact the salary and benefits offered.
- The chef is a member of the management team and reports to the Executive Director.

### **Why Serve at Camp Arcadia?**

- Camp Arcadia is not your average summer camp. For 100 years we have been a destination for thousands of guests (families and individuals) who attend each summer and fall to be renewed in spirit, mind and body.
- As a Lutheran (Christian) resort we strive to provide a setting for families and individuals to come and remember that they are meant for more - that life is a gift from God and that we are all children of God.
- Picture a resort on the shores of Lake Michigan in Northwest Michigan, nestled in a valley between two large sand dunes. Sandy beaches, stunning sunsets, great food and a lot of fun with family and friends. You might find guests enjoying a patio carnival, wine tasting, Bible study, eating ice cream, sea kayaking, playing softball, or just reading a book on the beach.
- To serve on staff at Camp Arcadia is to serve God by serving others.
- The Chef at Camp Arcadia often gets the biggest applause when they introduce themselves at the weekly staff talent show. The chef is responsible for providing one of the most important aspects of the Arcadia experience - shared meals with loved ones three times a day.

### **Skills & Characteristics:**

- *Education:* Bachelor's level degree (preferred, but not required), culinary degree (or equivalent experience).
- *Management & Leadership:* You need to love working with people and helping them grow professionally and personally. Most of our seasonal kitchen staff come in with little or no kitchen experience so it is vital that the FSD has the ability to train, supervise and mentor college-aged staff members in addition to staff of all ages during the fall season.
- *Culinary Skills:* We have a history of exceeding our guest expectations and have redefined what our guests think of as "camp food,"; the desire and the ability to produce a very high quality meal experience is vital. You need to love food and have experience preparing it for larger groups.
- *Menu Planning:* Create a menu that appeals to adults and children, providing them with healthy meals, taking into consideration specific adjustments for dietary needs, such as food allergies.

- *Budget Management:* Experience with managing a food budget – ordering, tracking expenses, using Excel spreadsheets, databases, etc.
- *Commitment to Community:* hardworking, creative, flexible, servant-heart and a team-player. The chef must also appreciate and strongly support Camp Arcadia's Christian mission.
- *Growth Mindset:* We are willing to work with you to grow your skills and experience through continuing education opportunities.
- *Other Skills:* Qualified candidates could have experience in restaurant operations and management, hotel operations and management, food and beverage management, banquet catering, catering, and kitchen management.

### **Compensation Package:**

For a full-time employee, benefits include:

- Salary (\$40,000 - \$60,000 depending on experience)
- Health and Dental insurances for you and your family
- Retirement benefits
- Vacation and paid holidays.
- Meals are provided for staff members and immediate family during the summer when guests are provided with meals.
- The FSD is eligible for the sabbatical program - three months off for every 7 completed years of service.
- Housing is not provided, but we are willing to help find local short-term or long-term housing.

### **How To Apply:**

If interested please send your resume and a letter of interest or a short video of interest to Executive Director, Chip May at at [chip@camp-arcadia.com](mailto:chip@camp-arcadia.com). Resumes accepted through December 1, 2022. For more information about Camp Arcadia go to [www.camp-arcadia.com/serving-at-arcadia/chef/](http://www.camp-arcadia.com/serving-at-arcadia/chef/).