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## CAMP BETHEL 2025 SUMMER KITCHEN STAFF INFORMATION

### General Information

1. Camp Bethel is the outdoor ministry of the Virginia District Church of the Brethren. Camp Bethel programs are open to everyone regardless of race, age, color, national origin, sex, or disability.
2. Camp Bethel prohibits the use of tobacco, alcohol, illegal drugs, vaping/nicotine, or profanity on Camp property.
3. Applicants for non-resident positions must be 16 years of age or older by May 25, 2025. Applicants under the age of 18 must provide signed consent from a parent or legal guardian upon hiring.
4. Hiring preference will be given to applicants available to work consecutive weeks May 25 through August 9.

### Schedule and Pay Information

1. **Pay is \$85 per day.** Two weekly work shifts are available. Staff will work every day on their assigned shift:
  - a. First shift: 6:30am-1:30pm, Monday-Friday. Pay is \$85 per day (\$425 per week).
  - b. Second shift: 1:00-close (about 7:30 pm), Sunday-Friday. Pay is \$85 per day (\$510 per week).
2. Pay dates are monthly. Employees receive direct deposit at the beginning of each month.
3. Camp requires mandatory training days during the two weeks prior to summer camp: Monday, May 25 (Sunday before Memorial Day) through Friday, June 6. During that time, staff will be scheduled according to meal requirements and staff availability. Work hours during training may differ from regular work shifts and may include Friday dinner through Saturday lunch on May 30 and May 31.
4. Summer Camp dates are Sunday, June 8 through Friday, July 25. Employees will follow regular shift schedules during these weeks. A hiring preference will be given to applicants who are available to work nine consecutive weeks from May 25 through July 25. Depending on camper enrollment numbers, Camp may not need all staff for all weeks. Unpaid leave may or may not be available. Applicants with limited availability may be considered if availability corresponds with camp requirements.
5. Two additional paid workweeks (July 27 – August 9) are also available. Staff will be scheduled during this time according to staff availability and camp's needs.
6. Meals are included for kitchen staff during shifts. Breakfast and lunch are included for the first shift, lunch and dinner for the second shift.

### Position Descriptions

1. Basic employee requirements include: following all health department standards as presented in training, dependability, promptness, personal cleanliness, strong work ethic, ability to work independently or as a team member, adherence to established rules of Camp Bethel, respectful treatment of staff, guests, and campers, and a desire to serve children and young people in a ministry and programming setting.
2. Kitchen work is moderately physically demanding. Applicants must prepare to spend their entire shift standing or walking with occasional lifting required. Breaks are possible but not guaranteed. Applicants should be confident they are able to be on their feet 6½ - 7 hours a day, five or six days a week.
3. ALL kitchen staff share the following duties regardless of position: food and drink preparation, washing and putting away dishes, cleaning kitchen prep areas and equipment, stocking and shelving supplies, sweeping, mopping, cleaning restrooms, and taking out trash.
4. Staff positions described below. The Food Services Coordinator will assign positions, however, if an applicant prefers a particular position, we will do our best to accommodate that preference.
  - a. Head Cook. Primary duties are preparing main menu items and adjusting the menu for dietary needs.
  - b. Assistant Cook. Primary duties are helping prepare main menu items, side dishes, and salads.
  - c. Dish Assistant/Dining Room Czar. Primary duties are putting away clean dishes, preparing drinks and condiments, and restocking and maintaining coffee and sandwich/options stations in the dining room.