



YMCA CAMP CHEERIO JOB DESCRIPTION

Job Title: Kitchen/Activity Staff

Branch: Camp Cheerio

FLSA Status: Non-Exempt / Seasonal

Reports to: Food Service Director, Kitchen Manager, and Program Directors

Revision Date: 2/10/26

POSITION SUMMARY:

Under the direction and daily supervision of the Food Service Director, Personnel Directors, Program Directors and Kitchen Manager, the Kitchen/Activity Staff is responsible for the cleanliness of the Dining Hall and Kitchen including dishwashing responsibilities, meal set-up, and serving food. He/she is also responsible for fulfilling responsibilities in teaching activities as directed by the Program Directors.

ESSENTIAL FUNCTIONS:

- Adheres and complies with the YMCA of High Point Employee Manual, Policy & Procedures Manual, Code of Conduct and Camp Cheerio Staff Standards & Expectations.
- Maintains food service areas in a sanitary manner by following the weekly maintenance schedule.
- Assists in serving meals.
- Washes all dishes, making sure NO food particles are left after each meal.
- Empties and cleans the dishwasher after each meal.
- Reports to the dining hall 60 minutes prior to meal time for meal set-up, including drink preparation.
- Mops kitchen after supper each night and area around trash cans and dishwasher after each meal.
- Mops dining hall three times weekly - more if necessary.
- Empty trash after each meal.
- Covers trash cans tightly at the end of each meal.
- Puts up stock as vendors deliver or as required for meals.
- Ensures spotless kitchen/dining hall at the end of each session.
- Grills for cookouts and clean grill as required.
- Restocks the store as needed.
- Assists with opening day activities.
- Administers basic first aid until qualified medical personnel arrive.
- Attends all staff meetings and in-service training.
- Conducts behavior at all times in a professional manner to reflect positively on the YMCA.
- Maintains high standards in the activity area by keeping area and equipment clean and well maintained.
- Maintains safety standards in each activity class assigned.
- Teaches assigned classes as needed based on enrollment.

YMCA CAMP CHEERIO JOB DESCRIPTION – KITCHEN and ACTIVITY STAFF

- Performs an inventory of the equipment of the assigned activity area and reports to the Program Director.
- Keeps track of camper progress/advancements, if applicable.
- Performs other duties and tasks as requested by immediate supervisor to facilitate efficient and effective operation of the YMCA.

QUALIFICATIONS:

- Junior Counselor, Senior Counselor, or previous camp or child care experience.
- Certified in first aid preferred.

PHYSICAL DEMANDS

Sufficient strength, agility and mobility to perform essential job duties. Auditory ability to respond to critical situations. Ability to respond in emergency situations. Ability to stand for long periods of time. Ability to lift and push 50 pounds.