



Part Time Prep Cook Job Description

Osprey Wilds is a private, non-profit 501(c)(3) residential environmental learning center and conference & retreat center nestled on the shores of Grindstone Lake in east-central Minnesota. Our kitchen staff provides delicious scratch-cooked meals for visiting groups as well as customized banquet menus, prepared fresh to satisfy every palate. Each meal is served cafeteria style and offers a variety of exceptional cuisine options with a focus on locally grown or organic items. We also grow produce and raise animals on our very own Trapp Farm using organic, no-till practices.

Responsibilities include but are not limited to:

Food Preparation

- Prepare food according to the menu for groups ranging from 15-150 people
- Prepare salad bar items: clean, cut and store
- Bake desserts for groups ranging from 15-150 people
- Follow proper safety and sanitation procedures
- Assist in setting up the dining hall for meal service
- Fill and refill hot well and salad bar during meal times

Cleaning/Safety

- Follow and comply with established procedures including health and sanitation and adhere to safe work practices
- Maintain coolers and shelves: stocked neatly and rotated properly
- Store the food products in their proper storage areas as they are delivered
- Wash and put away dishes as needed
- Keep cleaning supplies stocked in the kitchen and dish room
- Sweep and mop the kitchen

Excellent Customer Service

- Provide every guest with immediate and undivided attention
- Have a complete understanding of food allergies and dietary restrictions

Qualified candidates will have the following:

- Food service experience
- Customer service and communication skills
- Passion for farm to table, scratch based meals
- Strong work ethic in a fast paced environment, and willingness to learn
- Available for flexible schedule including weekends

- Ability to stand for long periods of time, stoop, bend, lift up to 50#, work in varied temperature environments of the kitchen

Benefits

- Work in a beautiful setting: 780 acres with coniferous and mixed hardwood forest, creek, prairie, and wetland areas, as well as a lake with a beach
- Hourly wage: \$16.00 per hour
- Free Employee Assistance Program
- 25% off in our gift store and 50% Osprey Wilds programs
- Made from scratch lunch provided during working hours

To apply, please send your cover letter (including your available start and end dates), resume, and three references to: Jill Rudolph, Operations Director, Osprey Wilds Environmental Learning Center Email: rudolph@ospreywilds.org Phone: (320) 245-2648 www.ospreywilds.org

You may also fill out our online application [HERE](#) and send a copy to rudolph@ospreywilds.org.