



Lutheran Outdoor Ministries of Northern California
7795 Highway 9, Ben Lomond, CA 95005 www.mtcross.org

POSITION TITLE: Food Service Manager

REPORTS TO: Hospitality Director

POSITION SUMMARY:

As a key member of the hospitality team at Mt. Cross Ministries, the Food Service Manager is responsible for overseeing the kitchen and food service operations to ensure high standards of cleanliness, safety, and hospitality. This role plays a vital part in providing quality, nutritious meals and maintaining a welcoming, well-kept environment for guests, contributing to the overall mission of the ministry.

MISSION: Providing profound experiences in God's creation.

EDUCATION AND EXPERIENCE PREFERRED:

- 3+ years of experience in professional food service and/or a culinary degree
- Experience supervising staff and managing operations

GENERAL RESPONSIBILITIES:

- Implement policies and directives from the Board of Directors.
- Uphold and advance the mission and vision of Mt. Cross Ministries as a foundational ministry in the Lutheran faith ecosystem of Northern California and Northern Nevada.
- Oversee and coordinate food service operations for all rentals, events, and camp programs, ensuring a seamless experience for all guests.
- Plan cohesive, nutritious menus and accommodate guests' dietary restrictions.
- Provide alternatives for guests with food sensitivities or preferences.
- Prepare, serve, and clean up after meals for groups ranging from 25 to 150 guests.
- Ensure all kitchen activities are performed efficiently, on time, and within budget.
- Manage inventory, ordering, and vendor relationships to maintain stock levels.
- Maintain a clean, safe, and sanitary kitchen and dining environment in accordance with health codes and standards.
- Supervise and assist in the hiring, training, and evaluation of food service and housekeeping staff.
- Assist in housekeeping services, ensuring guest cabins, common areas, and dining spaces are kept tidy and welcoming.
- Foster a culture of Christian hospitality, respect, and service toward all guests and staff.

COMPENSATION:

- \$25 per hour, 32-40 hours per week
- Non-exempt, full-time
- Earn 1 hour of vacation time per 16 hours worked
- Health, Dental, Disability, and Life Insurance
- 10% retirement contribution

QUALIFICATIONS:

- California Food Manager Certificate or willingness to complete required training
- Knowledge of food safety, sanitation health codes, and housekeeping standards
- A passion for working with children/youth, various generations, and diverse communities
- Strong interpersonal skills with the ability to resolve conflicts in a healthy and constructive manner
- Ability to work both as part of a team and independently with minimal supervision
- Strong organizational, planning, and problem-solving abilities
- Willingness to work a flexible schedule, including weekends
- A heart for hospitality, providing a welcoming and caring atmosphere for campers, congregations, pastors, and all guests on site
- Physical ability to stand for up to 4 hours at a time, lift up to 20 pounds, and move between different work areas

SUPERVISION AND SUPPORT:

The Food Service Manager will be supervised and supported by the Hospitality Director. Annual performance and salary reviews will be conducted by the Hospitality Director and Executive Director. The Manager will work closely with the Hospitality Director and other Mt. Cross staff to support the overall ministry goals of Mt. Cross.

ABOUT MT. CROSS MINISTRIES:

Mt. Cross Ministries is a Lutheran summer camp and retreat facility. Established in 1948, Mt. Cross is the only Lutheran Outdoor Ministry in Northern California and Northern Nevada and is affiliated with the Sierra Pacific Synod of the ELCA and the California-Nevada-Hawaii District of the LCMS. It is a member of Lutheran Outdoor Ministries, an association of ELCA camps across the country. Mt. Cross Ministries operates consistent with the theology and culture of the ELCA.