

Position Description

Working Title:	Camp Kitchen Assistant/Dishwasher
Classification:	Association Temp Program (Non-Exempt)
Start Date:	6/30/2025
End Date:	8/4/2025
Duration (months):	Less than 2 months
Hours per week:	40
Days per week / schedule:	Sunday-Friday
Work Location:	Arnot Forest Van Etten, NY
Supervisor Name & Title:	Rachel Bortin, Camp Director
Compensation:	\$2,275
Benefits Eligibility:	Not Benefits Eligible
Employment Type:	Temporary

Position Summary

The mission of Primitive Pursuits is to steward the health of our community by fostering life-long relationships with the natural world through exceptional mentoring and nature education. We have been providing nature connection programming to people of all ages for over twenty years and are excited to continue our overnight summer camp at Arnot Forest.

The key role of the Camp Kitchen Assistant/Dishwasher is to oversee the cleanliness and organization of the kitchen which includes all dishes, pots, pans, countertops, refrigerators and other various kitchen appliances. They will also assist the Camp Kitchen Manager in making nutritious meals for all campers and staff attending overnight camp, including preparing meals for various diets such as vegan, gluten-free, etc. Due to the nature of our camp, this position requires creativity in using the outdoors as the kitchen alongside our commercial kitchen. The Camp Kitchen Assistant/Dishwasher may assist in coordinating meals taking place indoors and outdoors at various camp locations throughout the Arnot property.

There will be housing onsite provided in one of our rustic cabins, which includes access to a kitchen and bathrooms. This position has the potential to receive staff discounts for our youth summer day and overnight camps. All meals while camp is in session are provided at no cost!

Required Qualifications

- 18 years of age or older
- Ability to communicate effectively
- Must pass all required screenings for working at a NYS Summer Camp
- Commit to working camp July 6 - August 1.
- Must be able to live and stay onsite while camp is in session
- Driver's license and/or transportation to camp locations on time
- Be able to lift 25 pounds without accommodation
- Be able to work on their feet for long periods of time (6+ hours)
- Ability to work flexible hours, including early mornings, evenings and/or weekends, as appropriate.

Helping you put knowledge to work.

Cornell Cooperative Extension is an equal opportunity, affirmative action educator and employer.

Preferred Qualifications

- Experience working in a kitchen in some capacity
- Experience working in a dish room

Responsibilities

- Ensure the upkeep, organization and cleanliness of the Arnot Camp kitchen
- Clean and wash all dishes, pots, pans, kitchen appliances and other items used throughout the day (three meals a day)
- Operate, maintain and clean the dish machine and dish cleaning area
- Ensure all kitchen surfaces, refrigerators, floors and counter tops are cleaned throughout the day
- Assist in the preparation of three meals a day, plus snacks alongside the Camp Kitchen Manager for up to 50-person during the camp week: Sunday-Friday
- Assist in the preparation of nutritious meals and snacks for people with special diets including but not limited to; vegetarian, vegan, gluten-free, nut-free, dairy-free
- Represent the high caliber of the organization when speaking to parents, staff and campers
- Role model a kitchen culture that is respectful, fun and inviting
- Communicate and provide guidance to other summer camp staff in the kitchen as needed
- Work with Kitchen Manager to ensure compliance with NYS Department of Health Code and Summer Camp Safety Plan
- Work collaboratively with the Camp Director and Camp Kitchen Manager for special needs/requests/events
- Participate in camp activities and events when needed/requested
- Responsible for adequate supervision of campers and ensuring an emotional, social, and physically safe environment in which campers and staff can thrive
- Enforce all camp policies and rules throughout the camp season
- Aim to uphold the 4 Values of camp: Belonging, Gratitude, Awareness, Getting Outside, in all interactions with campers, staff, families and parents and within programs, and activities
- Other Duties as assigned

How to Apply

Please complete our online application including a cover letter and resume.

Applications will be accepted until April 1, 2025 or until all positions are filled.

Contact

Rachel Bortin, Camp Director, primitivepursuits-opportunities@cornell.edu

Additional Info

Please be sure to read the Notice to Applicants found on the Jobs with CCE page:

<https://cals.cornell.edu/cornell-cooperative-extension/join-us/jobs>

Cornell Cooperative Extension is an employer and educator recognized for valuing AA/EEO, Protected Veterans, and Individuals with Disabilities. Cornell Cooperative Extension Tompkins County provides equal program and job opportunities. No person shall be denied employment on the basis of any legally prohibited discrimination involving, but not limited to, such factors as race, color, creed, religion, national

or ethnic origin, gender, sexual orientation, age, or qualified disability. Individuals who bring a diverse perspective and are supportive of diversity are strongly encouraged to apply.

No relocation or VISA Sponsorship available.

The Association may make reasonable accommodations to enable applicants to participate in the hiring process and employees to perform the essential functions of their job. If you require an accommodation so you may participate in the selection process you are encouraged to contact CCE Tompkins HR at tompkins-hr@cornell.edu