

## SHADOWCLIFF POSITION DESCRIPTION: Seasonal Cook

---

**JOB TITLE:** Compassionate Kitchen Cook

**REPORTS TO:** General Manager or Assistant Manager

**STATUS:** This is a full-time seasonal position requiring an on-site commitment from mid/late May through the close of the season, on or about October 1.

---

### Summary

The primary purpose and function of this position is to run the Compassionate Kitchen at Shadowcliff Mountain Lodge, a 501c3 not-for-profit organization, in a manner consistent with our principles of sustainability and hospitality while upholding the mission of “an eco-friendly mountain sanctuary where together we are creating a climate for a restorative world.”

### Essential Functions

- I. Prepare healthful and delicious buffet breakfasts, lunches, and dinners to groups of 15-50 persons and staff. The cook must be present during hot breakfast, lunch, and dinner, and should plan cold breakfast buffets to be served by Rotating Staff.
- II. Operate kitchen functions with a minimization of waste.
- III. Plan menus that make best use of seasonal and local foods, provide meat on average once every other day unless specifically requested otherwise, and accommodate reasonable special food needs of guests and staff.
- IV. Work with vendors and suppliers in food purchasing, giving priority to local, organic, and regional choices.
- V. Train and direct rotating kitchen assistants in meal preparation and cleaning assistance.
- VI. Help guests understand our Compassionate Kitchen philosophy and its integration as part of the mission of Shadowcliff.
- VII. Reside on premises and be physically able to adjust to altitude and the physical nature of many stairs and a rocky mountain terrain.
- VIII. Open the kitchen in May and lead the closing of the kitchen at the end of the season. Both of these tasks may be done with Rotating Staff and/or volunteers.

### Knowledge and Background Requirements

- Past experience in food service work with cooking experience in a variety of styles.
- A professional attitude and appearance;
- The ability to work effectively with a diversified group of staff, volunteers, and guests;
- Good communication skills and a positive attitude in the kitchen;

- Willingness to work with, and ideally grow, our Compassionate Kitchen guidelines;
- Ability to honor Shadowcliff's core policies, including the no smoking policy;
- Background check required.

## **Positions Supervised**

Assigned Rotating Staff assistant, beginning and end of season volunteers assigned kitchen duties

## **Critical Job Elements**

- Extended work hours sometimes required.
- Ability to perform essential functions satisfactorily.
- Valid driver's license is not required but considered beneficial.
- Familiarity with cooking whole food, nutrient dense, delicious meals.
- An understanding of our Compassionate Kitchen Principles and a desire to implement them.
- The ideal candidate will possess a foundation of knowledge that will deepen and grow the Compassionate Kitchen in a positive way consistent with Shadowcliff's mission.
- Days off will be given in between food groups, as there are a number of days during the season with no food groups present. Extended periods of such time will require preparing a certain number of meals for staff, to be coordinated with management. Time may also be used to prepare food group meals for future use.
- Food ordering should take into account both ingredients for group meals and additional items for staff to prepare for themselves.

## **Compensation**

The Shadowcliff Compassionate Kitchen Cook will be compensated with a private room, board, a seasonal salary starting at \$6,000 (may be increased somewhat depending upon experience), a share of seasonal gratuities, and a discretionary end of season bonus. The Cook position can be shared by a couple. Such an arrangement might result in an adjustment of the compensation package, as determined at the time of hiring. Limited cell phone reimbursement with approval.

[www.Shadowcliff.org](http://www.Shadowcliff.org)