

JOB POSTING

The Florida United Methodist Children's Home, a Nonprofit organization,
is currently seeking applicants for the following position

Child Care Cook

We are a faith-based organization, creating an atmosphere which enables children and families with special needs to experience God's love and care as presented in the life and ministry of Jesus Christ.

SUMMARY

Under the general supervision of the Child Care Director, the Child Care Cook is primarily responsible for providing for the individual needs of the children in care by planning, preparing, documenting, and serving nutritious meals.

EDUCATION

Minimum High School Diploma or GED

QUALIFICATIONS

- The qualifications of the Cook should meet and be in compliance with the standards established by Chapter 65C-22 of the Florida Administrative Code, Child Care Standards.
- Previous food preparation/handling experience in a child care setting is preferred.
- Course work and/or training in foods, nutrition and/or dietetics is preferred.
- Current Food Handlers Certification is preferred.
- Must have sensitivity to the service population's cultural and socioeconomic characteristics.

CERTIFICATES, LICENSES, REGISTRATIONS

- Valid Florida Driver's License

PRIMARY DUTIES AND RESPONSIBILITIES

- Establishes a warm and friendly, yet objective relationship with the children.
- Maintains a good knowledge of State regulations regarding food preparation.
- Provides care and protection of children and meets their individual needs.
- Helps children foster appropriate eating habits.
- Participates in State and CCRN required training.
- Ensures that equipment and materials are accessible and in good condition.
- Dress appropriately and neatly, and wears hair tied back.
- Washes hands frequently and is always aware of potential food contamination.
- Is aware of and uses proper dish washing and disinfecting techniques.
- Keeps a daily running inventory.
- Is able to plan nutritious menus, follow planned menus and order inventory of need in advance.
- Is able to prepare food according to the daily number of children in order to avoid waste or shortages.
- Keep all food storage areas including freezer and refrigerator clean and free of clutter.
- Leaves the kitchen clean, with everything put away, all surfaces disinfected and removes the trash at the end of shift.
- Is always friendly and helpful to children and staff and parents
- Maintains a regular maintenance schedule for in-depth cleaning and informs supervisor of needs.
- Completes paperwork required by CCRN food program and center director on daily basis. Responsible for all paperwork for food program (menus, meal counts, P.O.s, etc)
- Understands child to staff ratios and steps in to correct ratio in the event of an absent staff until replacement staff is available.

If you are interested in the above position, please submit a resume via email to jobs@fumch.org, or fax it to (386) 668-3363, Attn: Human Resources

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- Administers medications and documents on appropriate forms.
- Reports any significant problems of progress or any unusual behavior of children to the Director of the Child Care Center
- Remains in the Child Care Center during assigned hours, unless specifically assigned duty elsewhere.
- Performs all other duties as assigned.

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

The Florida United Methodist Children's Home does not discriminate on the basis of race, color, creed, national origin, sex, religion, age, disability, veteran status, marital status, or any other status protected by law except where such protected category is a bona fide occupational qualification (BFOQ), to the extent that someone's needs can be addressed and cared for within the scope of program services with the financial resources of the agency. FUMCH makes services accessible and available for persons with communication challenges. Equal Opportunity Employer, Drug Free Workplace. All applicants must be able to pass a Federal background screen, drug screen, and driving screen.

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