

CONSERVANCY

for CUYAHOGA VALLEY NATIONAL PARK

1403 W. Hines Hill Rd., Peninsula, Ohio 44264 330-657-2909

www.conservancyforcvnp.org

Position Announcement **Food Service Manager**

Date: July 27, 2018

The Conservancy for Cuyahoga Valley National Park is a non-profit organization created to engage public support for Cuyahoga Valley National Park (CVNP) and provide services to enhance public use and enjoyment of the park. For more information on the Conservancy, go to www.conservancyforcvnp.org.

Position Description, Essential Duties (other duties as assigned): Essential duties include:

- Direct oversight and responsibility of food service operation to provide excellence in food preparation, quality and delivery for youth and adult programs at Cuyahoga Valley Environmental Education Center (CVEEC).
- Direct supervision of culinary staff at the CVEEC.
- Develop seasonal and sustainable menus for CVEEC programs.
- Communicate with parents, teachers and school children as necessary to facilitate the development of special menus and recipes to accommodate dietary restrictions such as food allergies, diabetes, celiac disease, etc.
- Stay current with USDA Dietary Guidelines and changes in food policy. Consult with a registered dietician to prepare an annual written review of Conservancy dietary policies.
- Work with CVEEC program staff to integrate food and food ethics into curriculum.
- Establish and maintain successful relationships with food purveyors to ensure quality food purchases. Support and integrate local agriculture when possible and appropriate.
- Work with CVEEC staff to plan and use produce grown in the CVEEC garden.
- Develop and administer yearly food service budget.
- Monitor kitchen equipment for safety and efficiency and work with CVEEC Director and National Park Service staff for repair and ongoing maintenance.
- Develop successful working relationship with Conservancy staff, CVNP staff and Park Partners.
- Promote teamwork in a pleasant and professional work environment.

Minimum Qualifications:

- Associate Degree in Culinary Arts Management or equivalent education required.
- Bachelor's Degree in Culinary Arts Management preferred.
- Two to five years' experience managing a high volume, high quality kitchen preferred.
- Proven success in personnel management and familiarity with environmental issues such as recycling, conservation, composting, gardening, locally sourced food.
- The employee must be able to participate in two-way or multi-dimensional communications with multiple people.
- The employee is frequently required to lift and carry up to fifty (50) pounds.
- Ability to use computer, fax machine, telephone, ovens, microwave, food processor, dish machine, food cart, knives, mixer, refrigeration units and laundry equipment.
- Employee must have a valid driver's license and meet our driving record policy due to use of a government or Conservancy owned vehicle.
- All employees of the Conservancy are required to pass a background check. Employees who will be working at the Cuyahoga Valley Environmental Education Center must be fingerprinted for a background check in the state of Ohio and a FBI criminal record check due to the presence of children. These employees must also sign an Annual Voluntary Disclosure Statement and will be checked against the National Sex Offender Database website on an annual basis.

Status/ Pay/Benefits: FT non-exempt, \$16-\$18 per hour commensurate with experience. Excellent benefits package including medical and dental coverage, a fully vested 403(b) retirement plan, and generous leave time.

To Apply: Send cover letter and resume to apply@forcvnp.org, with the subject line reading Food Service Manager. This is an immediate opening and posting closes when position is filled.

The Conservancy provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, military obligations, or veteran status.