

# Yakutat Tlingit Tribe

606 Forest Hwy. 10 \* P.O. Box 418 \* Yakutat, Alaska 99689  
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## **JOB DESCRIPTION**

POSITION TITLE: Culture Camp Cook  
SUPERVISOR: Culture Camp Coordinator  
DURATION: July 12-26, 2021  
SALARY: DOE  
OPEN: 6/3/2021 CLOSE: OPEN UNTIL FILLED

## **POSITION SUMMARY**

The Culture Camp Cook will be responsible for preparing grocery and supply lists, planning and organizing balanced meal menus, setting up and cleaning food preparation and cooking areas, and preparing one meal and two snacks per day for approximately 50-80 people including campers and staff, for the entire fourteen-day session.

## **DUTIES AND RESPONSIBILITIES**

- Work at the Culture Camp from at designated times agreed upon by Culture Camp Coordinator and cook for the entire fourteen-day session. Cooks are not required to stay overnight at camp.
- Coordinate with the other Culture Camp Cook and Camp Coordinator to develop daily nutritious balanced menu (i.e. which contain the basic food groups) for lunch and two snacks for fourteen days.
- Assist the Camp Coordinator with preparing a food and grocery supply list needed for the duration of the Culture Camp.
- Facilitate the setting up of the kitchen to ensure adequate workspace for food preparation and cooking.
- Rotate children in and out of the kitchen for helping with meals and meal clean up. Task them with age appropriate duties.
- Keep cooking and eating areas clean and organized at all times.
- Ensure proper handling and disposal of garbage to avoid attracting bears.
- Review and follow safety procedures with campers.
- Complete and submit a final report that summarizes camp activities, evaluates what worked well, details all problems encountered and suggest ways to improve the program.

## **QUALIFICATIONS**

- Must be 18 years of age or older.
- Must be able to pass a background check (i.e. and must not have been convicted by any jurisdiction for abuse, neglect, domestic violence, or any other crime, including misdemeanors, that would pose a safety or health risk to others).
- Previous experience in cooking for large groups is highly desired.
- Knowledge in preparing subsistence food is preferred.
- Possession of good communication and organizational skills and the willingness to work as a team member is required.
- Obtain Food Handler's Permit upon hiring (YTT will assist), if you don't already have one.
- Must stay alcohol and drug free at all times during the Culture Camp.

To Apply: Applications can be picked up at the YTT Government Center. Please submit full applications at YTT Government Center or email to [hr@ytttribe.org](mailto:hr@ytttribe.org)

NATIVE AMERICAN PREFERENCE WILL BE APPLIED TO HIRING OF THIS POSITION AS DEFINED IN TITLE 25, US CODE, CHAPTER 14, SUBCHAPTER V SECTION 273 AND 274. WE ARE AN EQUAL OPPORTUNITY EMPLOYER WITH PREFERENCE GIVEN TO QUALIFIED NATIVE AMERICAN/ALASKA NATIVE APPLICANTS IN ACCORDANCE WITH FEDERAL LAW AND TRIBAL POLICY.

POSTED BY: M. Knutson DATE: 6/3/2021

**MISSION:** To preserve, maintain and protect the unique culture, land & resources of Yakutat Tlingit people; to maximize our social, health & well-being while creating economic development benefits to all tribal members.

