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STUDENT LABOR POSITION DESCRIPTION

Boone Tavern

Most Recently Updated 04/02/99

Position Title: Student Senior Kitchen Staff
Must work 10 hrs/wk.

I. Grade Level: 2-4

II. Description:

A. The following are the essential duties for a Senior Kitchen Staff in Boone Tavern:

1. Take responsibility for a kitchen position (eg. cold preparation, desserts, vegetables).
2. At Grade 2, and above, begin to do some hot food cooking.
3. At Grade 2 and above, begin to do mentoring and coaching of junior kitchen workers.
4. At Grade 4, supervise student workers.
5. At Grade 4, order and inventory supplies.
6. At Grade 4, assist in developing menu, daily specials, and garnishes.
7. See that the workplace and environs are clean.
8. Perform other job-related duties as assigned.

B. The following are *possible additional* duties for this position:
None beyond those described as essential above.

III. Learning Opportunities:

A. If Grade 2, develop the attributes appropriate to Grade 2 positions: learn to take personal responsibility; apply knowledge to a situation; self-identify skills, talents, interests and limitations; learn and develop confidence in skills or program knowledge; and appreciate work as a process as well as a product.

B. If Grade 3, develop the attributes appropriate to Grade 3 positions: an understanding of the importance of initiative; awareness of job-related needs; ability to identify problems; analytical ability; problem-solving ability; and an understanding of the role of standards and leaders.

C. If Grade 4, develop the attributes appropriate to Grade 4 positions: an understanding of relations between individuals, institutions, and processes; comprehension of job-related values, realities, and goals; a commitment to service; and the ability to articulate and interpret observations, experiences, and understanding.

D. Learn all production positions in kitchen in detail over time.

E. Improve sense of team work in kitchen, and improve own contribution to it.

F. Learn interrelationship between kitchen and dining room functions of a fine-dining restaurant.

G. Improve sense of Boone Tavern as a "window to the College," the first image most get of Berea, and sense of its tradition of fine service, fine food, Mountain culture tradition, work ethic.

H. Increased understanding of importance of punctuality and dependability.

IV. Basic Qualifications:

A. General: Attention and concern for security and safety. For Grade 2 workers: mentoring ability. For workers at Grades 3-4: supervisory aptitude and ability to take responsibility for running of kitchen. Punctuality and dependability; high service orientation, concern/empathy for student learners at grades below one's own; sense of and feeling for Boone Tavern as a "window to the College," the first image most get of Berea, and sense of its tradition of fine service, fine food, Mountain culture tradition, work ethic tradition. Grades 3-4 workers: must have additional outside kitchen experience in either food service or a restaurant. Students in this position will not advance to General Manager position.

B. Skill: For Grade 2 workers: have taken the Serve-Safe course certification (food-borne illness awareness program). Grades 2-4: increasing culinary ability and skill in various aspects of food preparation noted above under duties. Increasing skills in inventorying, menu planning, communications, worker counseling and conflict-resolution skills.

C. Physical: Ability to lift 25 pounds.

D. Academic: none.

V. Desirable Qualifications:

Grade 2: some outside kitchen experience in either food service or a restaurant.

VI. Narrative Summary:

Student took primary responsibility for one or more production position preparing cold foods, meats and vegetables or baked good. At Grade 2, student began to cook hot food and mentor and coach junior grade kitchen workers. At Grade 4, student began to supervise other student workers, order and inventory supplies, and develop menu and daily specials.

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