

Volunteer Food Services Staff

Girl Guides of Canada, Ontario Council

Please Note: This position is available at Camp Woolsey only. Individuals may volunteer up to two weeks and/or two weekend sessions at summer camp and time can be extended at the discretion of the Camp Director and availability of accommodation space.

Requirements of Position (must have, or be willing to obtain, to apply for position):

- Willing to:
 - Able to be a member of a dynamic staff team delivering a girl-centered, exciting camp program experience to girls. Able to adhere to camp policies which may be limiting and not necessarily reflect your way of living.
 - Able to live and work in a camp community setting with limited privacy and personal space.
 - Flexibility to work long hours (90-minute break provided) with a wide variety of individuals from a wide-variety of backgrounds and circumstances.
 - Able to recognize emotional stressors and implement self-care strategies. Able to discuss emotional and social needs with supervisors if necessary.
 - Participate in a few hours of pre-season in-person or on-line training prior to your first date at camp
 - Meet with Camp Director for Emergency Response Training at camp
 - Direct any questions to other staff when unsure of procedures
 - Ability to lift 15kg (30 lbs) safely and stand for extended periods of time.

Qualifications (must have, or be willing to obtain, to apply for position):

- Must be 18+ years of age by the first day of volunteering and able to provide supervisions to girls under 18 years of age without assistance.
- Experience with food services which includes prepping, cooking, cleaning and storage of food is an advantage but not required.
- Demonstrated ability to work in a team atmosphere.
- Able to walk throughout a camp environment, including but not limited to uneven surfaces, grass, sand and gravel roads.
- Recommended:
 - Standard First Aid & CPR including Adult, Child and Infant
 - Safe Food Handling Course is an asset.
- Required:
 - Be a Member of Girl Guides of Canada or complete and submit the Safe Guide A.7- Non-Member Volunteer Application form and IR.1-Image Release form. Note: As part of our policy, non-member volunteers will not be left with campers unsupervised during the camp program.
 - Police Records Check to comply with the requirements of Girl Guides of Canada. Girl Guides of Canada, Ontario Council will cover the cost to complete a PRC through our process only and we will provide further instruction upon receipt of the A.7 Non-Member Volunteer Application form.
 - Submit a Volunteer Camp Application and by doing so, agree to abide by the Terms of Engagement (see application for the link to the document).
- Knowledge of the GGC program is an asset.

Reports to: Food Service Coordinator or Camp Director

Accommodation: Staff members in this position will have shared staff accommodation in a tent or indoors (e.g. bedroom with bunk beds). Accommodation will be on campsites or in buildings with campers.

Responsibilities (training for these “responsibilities” will occur before you begin your role):

Section One: General Responsibilities

- Actively participate as a staff member of the camp team and a role model in the implementation of the overall camp program. This includes activities, meals, hygiene, health and safety.
- Understand and be knowledgeable about organizational requirements for the implementation of responsibilities. This includes but is not limited to:
 - Girl Guides of Canada "Safe Guide" (National Risk Management Process/Document)
 - Girl Guides of Canada, Ontario Council documents including the [Terms of Engagement](#)
 - Specific summer camp program opportunities advertised through the [website](#)
- Be an effective role model to campers and colleagues. This includes but is not limited to:
 - Living the vision, mission and values of Girl Guides of Canada
 - Respectful treatment of all campers/staff
 - Compliance with all rules/regulations
 - Appropriate communication and interactions before camp, at camp and after camp has ended
 - Maintaining a clean & safe work/living environment
- Actively participate in the resolution of concerns that may arise within the team or with campers and implement appropriate process for the management of such.
- Comply with & implement all established camp policies and practices that are applicable to the responsibilities being undertaken.
- Notify your Supervisor of any camper concerns as they arise.

Section Two: Responsibilities for Food Service & Other Duties

- Responsible for safe food handling. This includes but is not limited to:
 - On-site food preparation by campers or staff
 - Centralized food preparation by campers or staff
 - Off-site food preparation, such as overnights & trips, by campers or staff
- Ensure food quality is maintained for safety and is ready to be served on time.
- Provision of leadership in & responsibility for food storage at all locations within the camp.
- Within the Food Services Team, oversee the implementation of food practices relevant to the dietary restrictions and allergies within the camp population
- Involve other staff and campers in food preparation as suitable and age appropriate.

Notes:

Girl Guides of Canada, Ontario Council reserves the right to amend this job description from time to time.

Mileage Policy: Volunteers may apply for mileage reimbursement for the **round-trip kilometers from their home address to the camp program running closest to their home** for the time that is outlined in their Volunteer Application. **This may not be the camp you are volunteering at.** Travel will be reimbursed at \$0.25 per kilometer. Expense sheets will be provided upon request. Completed forms must be provided to the Camp Director prior to the last day of volunteering so that Camp Directors can submit for payment at the end of each month.

See the Transportation section in the Terms of Engagement for more information.

