



KITCHEN ASSISTANT JOB DESCRIPTION

Summary

Part time position-Assist the Food Services Manager in providing/planning healthy meals and general food services for clients at Teen Challenge Adventure Ranch.

Reporting Supervisor: Robert Campbell, Food Services Manager and Joshua Thomas, Interim Direct Care Director

Responsibilities

- 1) Assist the Food Services Manager in:
 - a) Meal Preparation: Plan, prepare, and/or cook breakfast, lunches and dinners. The kitchen supervisor is not necessarily required to cook all meals. The Kitchen Manager is responsible for ensuring that meals are planned and that any staff members responsible for the preparation of meals have the necessary instructions and supplies.
 - b) Assuring that the kitchen and food services areas and equipment are kept clean and in good repair.
 - c) Food Program Administrative duties
 - d) Assist with coordination of Outdoor Adventure and other Program activities for food services needs.
- 2) Discipleship Training
 - a) Staff should be able and prepared to lead students to Christ.
 - b) Provide spiritual leadership to students while also continually encouraging students toward personal, spiritual and academic growth.
 - c) Minister to student and staff needs as opportunities arise.
- 3) At times the staff members may be called upon to serve in areas not necessarily outlined in their formal job descriptions.
- 4) This is a Safety Sensitive Position

Qualifications

- General Computer Skills/Competency
- Verbal and written communication skills
- Attention to detail
- Planning and organizing
- Time management
- Interpersonal skills
- Ministry oriented
- Initiative
- Reliability
- Flexibility
- Ability to handle stress
- High School Diploma or GED

- Valid Driver's License
- Must be at least 21 years of age.
- Mature and Godly character
- Must meet the requirements of the Arkansas department of human services for residential care staff - All applicants will be background checked.

Salary Agreement

- Salary \$14.00 an hour

TCAR STATEMENT OF FAITH

TCAR is not just a faith-based program, it is Christ centered! We offer a comprehensive treatment program which includes therapy, counseling, physical fitness, adventure, equine, academics, and building relationships. However, it is essential that each of these tools are centered on biblical values. The only way to accomplish this is through a staff team that is united by their Christian faith. The staff at TCAR are not required to be a member of a certain denomination or designated local church but they must be in relatively close alignment with the following truths and agree not to teach contrary to any of them.

Please read through the following statement and sign at the end. If there is any statement that is confusing or conflicting for you, please discuss this with the Director conducting the hiring process.

The Bible is our all-sufficient rule for faith and practice. This Statement of Faith is intended simply as a basis of fellowship among us (i.e., that we all speak the same thing, 1 Corinthians 1:10; Acts 2:42). The phraseology employed in this Statement is not inspired nor contended for, but the truth set forth is held to be essential to a full-gospel ministry. No claim is made that it covers all Biblical truth, only that it covers our need as to these fundamental doctrines.

Statement of Faith

1. We believe the Bible is the inspired, infallible, and authoritative written Word of God.
2. We believe there is one God, eternally existent in three persons: God the Father, God the Son, and God the Holy Spirit.
3. We believe in the deity of our Lord Jesus Christ, His virgin birth, His sinless life, His miraculous ministry, His vicarious and atoning death, in His bodily resurrection, in His Ascension to the right hand of the Father, in His personal resurrection, in His personal return to earth, at which time he will judge the quick and the dead.
4. We believe the only means of being cleansed from sin is through repentance and faith in the precious blood of Jesus Christ, and that regeneration by the Holy Spirit is absolutely essential for personal salvation.
5. We believe in the ordinances of the church: Holy Communion and Water Baptism by immersion.
6. We believe the Baptism in the Holy Spirit, according to Acts 2:4, is given to believers.
7. We believe the redemptive work of Christ on the cross provides divine healing of the human body in answer to believing prayer.
8. We believe in the sanctifying power of the Holy Spirit by who's indwelling the Christian is enabled to live a holy life.
9. We believe in the Blessed Hope, the imminent return of Jesus Christ followed by his reign on the earth for 1,000 years.

We believe in the resurrection of the saved and the lost, the one to everlasting life and the other to everlasting damnation.

CODE OF CONDUCT

*We put no stumbling block in anyone's path, so that our ministry will not be discredited (2 Cor 6:3).
Whatever happens, conduct yourselves in a manner worthy of the gospel of Christ (Phil 1:27).*

The safety and well-being of the Teen Challenge Adventure Ranch students in my care is my most important goal. Therefore, I will not:

1. Partake in any illegal drugs.
2. Abuse prescription or over-the-counter medication.
3. Take any medications that limit or affect the ability to operate a vehicle or machinery.
4. Use nicotine products. This includes smoking devices but is not limited to cigarettes, cigars, chewing tobacco, and pipes. All vaping devices including but not limited to e-cigarettes, e-cigars, e-hookahs, and e-pipes.
5. Consume alcoholic beverages of any kind.
6. Engage in any immoral or criminal enterprise including theft, vandalism, or illegally using, carrying, or selling drugs or weapons.
7. Use foul language, including but not limited to using the Lord's name in vain.
8. Engage in any improper sexual behavior that does not line up with the Bible. This would include but not be limited to pornography and sexual relations outside of marriage.
9. Engage in violence or be a member of a gang.
10. Engage in reckless behavior or participate in any behavior that will set a bad example to others including joyriding, speeding, reckless partying, or gambling.

I understand that as an employee of Teen Challenge Adventure Ranch, I am choosing to represent Christ and function as a Christian worker in a ministry. I further understand that Teen Challenge Adventure Ranch is a ministry which is affiliated with the Assemblies of God which has high moral standards for conduct, behavior, and lifestyle. As such, I understand that I am required to maintain the highest moral standards of behavior in every circumstance: toward the participants in the program, toward my co-workers, toward my family and friends, toward the general public, and in my personal life.

I understand that as an employee of Teen Challenge Adventure Ranch (TCAR) I am part of an intentional Christian educational and rehabilitation community and I affirm that Scripture is the authority for our

collective faith and life together. TCAR clearly communicates its Christian mission, statement of faith and code of conduct expectations to all employees and as an employee I voluntarily and regularly affirm that statement and expectations as part of my employment. Scripture teaches that all work is given by God as a Christian calling, so I understand that all employees are considered role models for our clients. I also affirm that all people are created in the image of God, loved by God, and should be treated with love, respect, grace, and dignity and TCAR seeks to honor this fundamental scriptural principle in implementing employment policies.

Name:

Signature:

Date:

Director:

Date: