

Posting Information

Position Title: Executive Chef

Position Type: Full Time

Position Location: Springville, Utah **Position Pay:** \$50,000-\$70,000 DOE

Hiring Manager: Saria Karhunen | hr@youniquefoundation.org | 385.345.4556

Mission

We inspire hope in women who were sexually abused as children or adolescents by providing healing services through retreats, survivor communities, and online resources.

We empower parents and caregivers to protect children from sexual abuse through education and online resources.

We make it safe to openly discuss sexual abuse through community dialogue and social awareness.

Qualifications

We are seeking an Executive Chef to assist in the following: 1) Direct all kitchen functions including menu planning, food purchasing, preparation, and maintenance 2) Manage and train employees in methods of cooking, preparation, plate presentation, portion control, cost control, sanitation and cleanliness. 3) Collaborate with other managers and consultants in responsibly growing the capacity of the Foundation.

Educational/Professional Requirements

- A High School diploma or GED equivalent
- A Bachelor's Degree or Culinary School equivalent is a plus

Experience Requirements

- A minimum of 5 years of experience in varied kitchen positions including food preparation, line cook, fry cook and expeditor.
- At least 1-year experience in a managerial position.
- Must be able to communicate clearly with managers, kitchen staff, and clients.

Physical Requirements

- Be able to reach, bend, stoop and frequently lift up to 50 pounds.
- Be able to work in a standing position for long periods of time (up to 9 hours).

Responsibilities

- Provide managerial and reporting oversight for all kitchen staff.
- Hire, supervise, and terminate kitchen staff as needed to accomplish the work.
- Serve as a liaison between kitchen staff and management.
- Ensure that all food and products are consistently prepared and served according to the Foundation's recipes, portioning, cooking and serving standards.
- Prepare all required paperwork, including forms, reports and schedules in an organized and timely manner.
- Work with Foundation managers to plan and price menu items. Establish portion sizes and prepare standard recipe cards for all new menu items.
- Ensure that all products are ordered according to predetermined product specifications and received in correct unit count and condition and deliveries are performed in accordance with the Foundation's receiving policies and procedures.
- Schedule labor as required by anticipated business activity while ensuring that all positions are staffed when and as needed and labor cost objectives are met.

- Be knowledgeable of Foundation policies regarding personnel and administer prompt, fair and consistent corrective action for any, and all violations of company policies, rules and procedures.
- Check and maintain proper food holding and refrigeration temperature control points.
- Provide safety training in first aid, CPR, lifting and carrying objects and handling hazardous materials.
- Provide strong leadership with ability to motivate and inspire staff.
- Work well as part of a team and contribute to a positive work environment.
- Engage with peers, colleagues and participants in a manner that invites interaction and feedback.